UNITED STATES
AIR FORCE

OCCUPATIONAL SURVEY REPORT

MAINTENANCE DATA SYSTEMS ANALYSIS

AFSC 2R0X1

AFPT 90-391-948

OCTOBER 1994

OCCUPATIONAL ANALYSIS PROGRAM
AIR FORCE OCCUPATIONAL MEASUREMENT SQUADRON
AIR EDUCATION and TRAINING COMMAND
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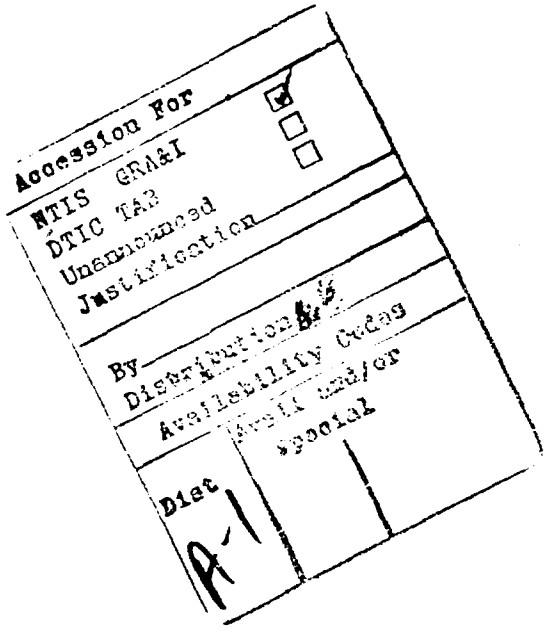

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PREFACE

This report presents the results of an Air Force Occupational Survey of the Maintenance Data Systems Analysis (AFSC 2R0X1, formerly AFSC 391X0) career ladder. Authority for conducting occupational surveys is contained in AFI 36-2623. Computer products used in this report are available for use by operations and training officials.

Mr. Tom Duffy, Inventory Development Specialist, developed the survey instrument. First Lieutenant Ann K. Nakamura, Occupational Analyst, analyzed the data and wrote the final report. Master Sergeant Cory Wharton provided computer programming support, and Ms. Raquel A. Soliz provided administrative support. Major Randall C. Agee, Chief, Airman Analysis Section, Occupational Analysis Flight, United States Air Force Occupational Measurement Squadron (AFOMS) reviewed and approved this report for release.

Copies of this report are distributed to Air Staff sections, major commands, and other interested training and management personnel. Additional copies are available upon request to the AFOMS, Attention: Chief, Occupational Analysis Flight (OMY), 1550 5th Street East, Randolph AFB, Texas 78150-4449 (DSN 487-6623).

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SUMMARY OF RESULTS

1. *Survey Coverage*: The Maintenance Data Systems Analysis (AFSC 2R0X1) career ladder was surveyed to obtain data needed to update the career ladder after the Air Force switched to the core automated maintenance system (CAMS) and the reliability and maintainability information system (REMIS). The total survey sample included 682 responses. Survey results are based on 499 responses from active duty AFSC 2R0X1 personnel, which constitute 52 percent of the assigned population and 63 percent of the surveyed. Also included in the survey were 183 Air National Guard (ANG) and Air Force Reserve (AFRES) AFSC 2R0X1 personnel.

2. *Specialty Jobs*: Structure analysis identified three job clusters and two independent jobs: the Aerospace Vehicle Maintenance Data Systems Analysis job, the Analysis cluster, the Supervisory Management cluster, the Data Base Management cluster, and the Communications-Electronic (C-E) job. Clusters and independent jobs are discussed within this report.

3. *Career Ladder Progression*: Personnel in the Maintenance Data Systems Analysis career ladder show a typical pattern of career ladder progression. Three-skill level personnel perform essentially technical tasks. At the 5-skill level, a moderate shift towards supervisory functions occurs, with members still spending more than half of their job time performing technical duties. Seven-skill level personnel spend a slightly higher percentage of their duty time performing managerial and supervisory functions, with a majority of time dedicated to technical duties. Nine-skill level and CEM spend the majority of their time performing supervisory management functions. Personnel in the ANG and AFRES tend to continue to perform more technical tasks at the higher skill levels due to limited personnel in the jobs. Specialty descriptions in AFMAN 36-2108 provide a broad and generally accurate overview of tasks and duties performed within the career ladder. The C-E function performed by members of this career ladder, however, is mentioned in the 9-skill and CEM-level descriptions, but is not mentioned in the 3-, 5-, or 7-skill level descriptions. Although the C-E analysis job is performed by a small percentage of the career ladder, the distinct nature of the tasks performed may warrant inclusion in the specialty descriptions.

4. *Training Analysis*: A match of survey data to the AFSC 2R0X1 Specialty Training Standard (STS) identified three items on the STS not supported by survey data. In addition to this, a similar match of data to the Plan of Instruction (POI) for the C3ABR39130-002 course revealed that two POI learning objectives are not supported. Career ladder functional managers and training personnel should carefully review these unsupported STS and POI items to justify their continued inclusion in the training documents.

5. *Job Satisfaction Analysis*: Overall, AFSC 2R0X1 respondents are generally satisfied with their jobs. When compared to other mission support personnel surveyed in 1993, AFSC 2R0X1 personnel show relatively higher job satisfaction. When compared to the 1987 (AFSC 391X0) Occupational Survey Report (OSR), survey data indicate that there was no major change in job satisfaction among AFSC 2R0X1 career ladder respondents. A comparison between major jobs identified in the current sample reveals that members in the Analysis cluster have the highest level of job satisfaction, while personnel in the C-E Analysis job are the least satisfied.

6. *Implications*: The AFSC 2R0X1 career ladder structure identified in this report is similar to that found in the 1987 OSR. The AFMAN 36-2108 Specialty Descriptions accurately describe most of the jobs and tasks performed by personnel at all skill levels, and overall satisfaction was positive for the jobs identified. Analysis of the training documents indicates that the STS contains three unsupported paragraphs, while the POI contains two unsupported criterion objectives. Both documents should be reviewed by training personnel to justify their continued inclusion in the training documents.

For this survey, the ANG and the AFRES AFSC 2R0X1 personnel were included in the survey process and the analysis of the career field. While active duty personnel dominate most of the jobs identified, the ANG and AFRES seem to be doing the same basic jobs. Analysis of the data seems to indicate that ANG and AFRES personnel are not as specialized as their active duty counterparts, but there is no apparent difference in either the training policies or job satisfaction.

OCCUPATIONAL SURVEY REPORT (OSR)
MAINTENANCE DATA SYSTEMS ANALYSIS CAREER LADDER
(AFSC 2R0X1)

INTRODUCTION

This is a report of an occupational survey of the Maintenance Data Systems Analysis career ladder conducted by the Occupational Analysis Flight, Air Force Occupational Measurement Squadron (AFOMS). HQ AETC and the Technical Training Operations Directorate (TTOA), requested this survey to collect data needed to update the career ladder after the Air Force switched to the core automated maintenance system (CAMS) and the reliability and maintainability information system (REMIS). The last survey pertaining to this career ladder was published in June 1987.

Background

As described in the AFMAN 36-2108 *Specialty Descriptions*, 3 and 5-skill level members monitor, collect, assemble, and audit maintenance data for reports and briefings. They also control and operate the management information system (MIS), as well as coordinate and interact with data-base services monitors. In addition, 7-skill level members are also responsible for analyzing maintenance data and presenting results to management. They develop factors to measure and predict capabilities of maintenance manpower, equipment, and facilities. Nine-skill level and chief enlisted manager (CEM)-level personnel superintend maintenance analysis management for aircraft, missiles, and communications-electronics (C-E), and associated support equipment. They plan, organize, and direct maintenance systems analysis activities, as well as resolve technical problems related to maintenance systems analysis functions and the operation and maintenance of MIS subsystems.

Initial 3-skill level training for AFSC 2R0X1 personnel is provided through an 11-week, 2-day course taught at Sheppard AFB TX. The Apprentice Maintenance Data Systems Analysts course, ABR39139-002, covers construction, maintenance, and error correction of computer files involving CAMS, job documentation data (JDD) systems, and JDD subsystems. Students are taught to use Query Language Program (QLP) and other such computer commands, and to perform calculations to determine such things as central tendency, standard deviation, and man-hour utilization rates.

Entry into the career ladder currently requires an Armed Forces Vocational Aptitude Battery (ASVAB) General score of 53 and a strength factor of G (40 lbs).

SURVEY METHODOLOGY

Inventory Development

The data collection instrument for this occupational survey was Air Force Job Inventory (JI) Air Force Personnel Test (AFPT) 90-391-948, dated May 1992. A tentative task list was prepared after reviewing pertinent career ladder publications and directives and tasks from the last AFSC 2R0X1 OSR. The preliminary task list was refined and validated through personal interviews with 66 subject-matter experts (SMEs) at the following locations:

BASE	UNIT AND REASON FOR VISIT
Chanute AFB IL	3330 Technical Training Group
Norton AFB CA	63 MAW/MA (CAMS for Airlifters)
Ellsworth AFB SD	28 BMW/ (ACC Bombers, Tankers, and Missiles)
Gunter AFB AL	SCC/AQM (Design Center for CAMS)
Seymour Johnson AFB NC	40 SS/OSOA (Composite Wing - F-15Es and KC-10s)
Eglin AFB FL	3246 TW/MA (JOCAS)
Shaw AFB SC	363 FW/MAS (C-130s)
Dyess AFB TX	463 LOGSS/MAA (Tactical Airlift AF CAMS)
Carswell AFB TX	7 LOGSS/LGLMA (Intermediate Level Maintenance Squadron)

The resulting JI contained a comprehensive listing of 288 tasks grouped under 9 duty headings. A background section requested information such as grade, job title, time in present job, time in service, job satisfaction, and organizational level of present assignment, as well as computer software used in present job, systems maintained in present job, and amount of time spent as a Data Base Manager in a week.

Survey Administration

From August 1992 through March 1993, Military Personnel Flights at operational bases worldwide administered the inventory to eligible AFSC 2R0X1 personnel. Members eligible for the survey consisted of the total assigned 3-, 5-, 7-, 9-skill, and CEM-level population, excluding the following: (1) hospitalized personnel; (2) personnel in transition for a permanent change of station; (3) personnel retiring during the time inventories were administered to the field; and (4) personnel in their jobs less than 6 weeks. Participants were selected from a computer-generated mailing list obtained from Headquarters Air Force Military Personnel Center, Randolph Air Force Base, Texas.

Each respondent first filled in an identification and biographical information section and then checked each task performed in their current job. After checking all tasks performed, each individual rated tasks checked on a 9-point scale showing relative time spent on that task as compared to all other tasks checked. The ratings ranged from 1 (very small amount time spent) through 5 (about average time spent) to 9 (very large amount spent).

To determine relative time spent for each task checked by a respondent, all of the incumbent's ratings are assumed to account for 100 percent of that member's time spent on the job and are summed. Each task rating is then divided by the total task ratings and multiplied by 100 to provide a relative percentage of time for each task. This procedure provides a basis for comparing tasks in terms of both percent members performing and average percentage of time spent.

Survey Sample

Personnel were selected to participate in this survey to ensure an accurate representation across major commands (MAJCOMs) and paygrades. Table 1 reflects the distribution percentages, by MAJCOM, of active duty AFSC 2R0X1 personnel. The 499 active duty respondents in the final sample represent 63 percent of all eligible active duty AFSC 2R0X1 personnel. Also included within the sample were 183 Air National Guard (ANG) and Air Force Reserve (AFRES) 2R0X1 personnel. The final sample included 682 responses. Table 2 reflects the distribution percentages by paygrade groups. The respondents are distributed proportionately across MAJCOMs and paygrades (see Tables 1 and 2) and are representative of the assigned population.

Task Factor Administration

Job descriptions alone do not provide sufficient data for making decisions about career ladder documents or training programs. Task factor information is needed for a complete analysis of the career ladder. To obtain the needed task factor data, selected senior AFSC 2R0X1

TABLE 1

MAJCOM REPRESENTATION OF ACTIVE DUTY IN SAMPLE

COMMAND	PERCENT OF ACTIVE DUTY ASSIGNED	PERCENT OF ACTIVE DUTY SAMPLE
ACC	25	48
AMC	7	13
USAFE	5	10
PACAF	5	10
AFMC	3	6
AETC	3	5
AFSOC	1	3
AFCC	2	3
OTHER	1	2

Total Active Duty Assigned as of May 1992: 962
Total Active Duty Eligible: 803
Total Active Duty Surveyed: 790
Total Active Duty in Sample: 499
Survey Sample Including ANG AND AFRES: 682
Percent of Active Duty Assigned in Sample: 52%
Percent of Active Duty Surveyed in Sample: 63%

TABLE 2

PAYGRADE DISTRIBUTION OF SAMPLE

PAYGRADE	PERCENT OF ASSIGNED*	PERCENT OF SAMPLE
E-1 to E-3	3	6
E-4	11	22
E-5	13	26
E-6	12	22
E-7	10	20
E-8	2	3
E-9	1	1

* As of May 1992

personnel (generally E-6 or E-7 technicians) also completed training emphasis (TE) or task difficulty (TD) booklet. These booklets were processed separately from the JIs, and TE and TD data, where applicable, were used when analyzing other issues in this report.

Training Emphasis (TE) TE is defined as how important it is for first-enlistment personnel to receive structured training on each task to perform it successfully. Structured training is defined as training provided by resident technical schools, field training detachments, mobile training teams, formal on-the-job training (OJT), or any other organized training method. Forty-three experienced NCOs rated tasks in the inventory on a 10-point scale ranging from 0 (not important to train) to 9 (extremely important to train). Overall, agreement among the raters was acceptable. The average TE rating for AFSC 2R0X1 was 2.61, with a standard deviation of 1.70. Tasks with a TE rating of 4.31 or greater for AFSC 2R0X1 tasks are considered to be important to train.

Task Difficulty (TD). TD is defined as an estimate of how much time the average airman needs to learn how to perform each task satisfactorily. Thirty-eight experienced AFSC 2R0X1 NCOs rated the difficulty of the tasks in the inventory using a 9-point scale ranging from 1 (easy to learn) to 9 (very difficult to learn). Interrater agreement for these 38 raters was also acceptable. TD ratings are normally adjusted so tasks of average difficulty have a value of 5.00 and a standard deviation of 1.00. Any task with a TD rating of 6.00 or above is considered difficult to learn.

When used in conjunction with the primary criterion of percent members performing, TD and TE ratings can provide insight into first-enlistment personnel training requirements. Such insights may suggest a need for lengthening or shortening portions of instruction supporting Air Force Specialty entry-level jobs.

SPECIALTY JOBS
(Career Ladder Structure)

The first step in the analysis process is to identify the structure of the career ladder in terms of the jobs performed by the respondents. Comprehensive Occupational Data Analysis Programs (CODAP) assist by creating an individual job description for each respondent based on the tasks performed and relative amount of time spent on the tasks. The hierarchical clustering program compares all the individual job descriptions, locates the two descriptions with the most similar descriptions, and combines them to form a composite job description in the clustering sequence. In successive stages, new members are added to the initial group, or new stages are formed based on the similarity of tasks performed and time spent. This process continues until as many respondents as possible are included in a group.

The basic group used in the hierarchical clustering process is the *Job*. When two or more jobs have a substantial degree of similarity in tasks performed and time spent on tasks, they are grouped together and identified as a *Cluster*. The structure of the career ladder is then defined in terms of jobs and clusters of jobs.

Overview of Specialty Jobs

Based on the analysis of tasks performed and the amount of time spent performing each task, three clusters and two jobs were identified within the career ladder. Figure 1 illustrates the jobs performed by AFSC 2R0X1 personnel.

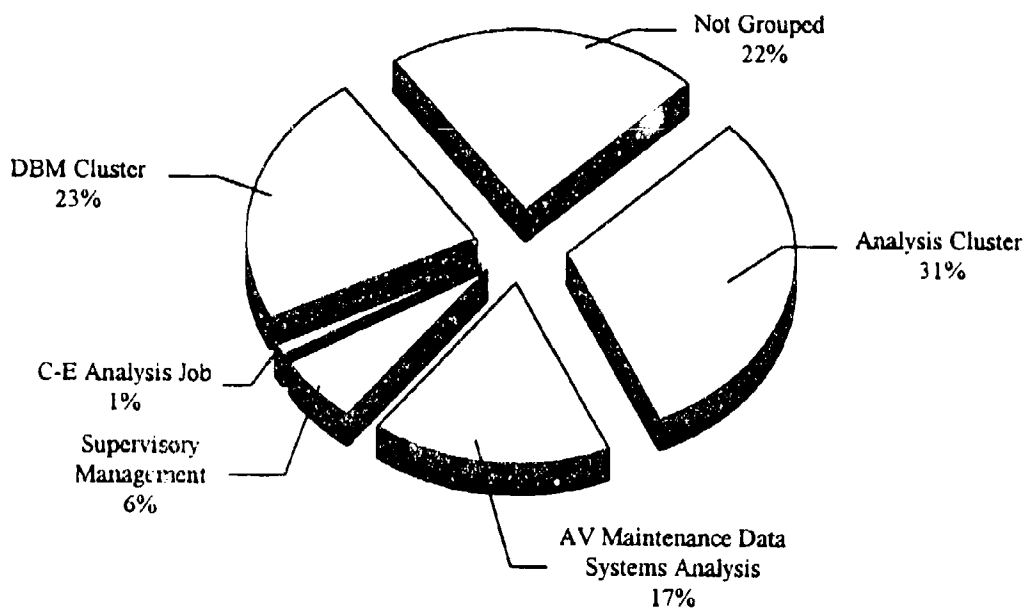

FIGURE 1

A listing of these jobs is provided below. The stage (STG) number shown beside each title references computer-printed information; the letter "N" stands for the number of personnel in each group.

I. **AEROSPACE VEHICLE (AV) MAINTENANCE DATA SYSTEMS ANALYSIS JOB (STG77, N= 119)**

II. **ANALYSIS CLUSTER (STG71, N=213)**

A. General Analysis Job (STG84, N=12)
B. Analysis NCOIC Job (STG118, N=66)
C. Analysis/Data Base Management (DBM) Job (STG120, N=135)

III. **SUPERVISORY MANAGEMENT CLUSTER (STG36, N=41)**

A. NCOIC Analysis/Training Job (STG86, N=12)
B. Superintendent Job (STG80, N=20)

IV. **DATA BASE MANAGEMENT (DBM) CLUSTER (STG88, N=148)**

A. DBM Job (STG92, N=138)
B. Systems Analysis and Design Job (GP90, N=18)

V. **COMMUNICATIONS-ELECTRONIC (CE) ANALYSIS JOB (STG26, N=8)**

The respondents forming these groups account for 78 percent of the survey sample. The remaining 22 percent were performing tasks or series of tasks which did not group with any of the defined jobs. Some of the job titles given by respondents which were representative of these personnel include Computer Operator, Small Computer Manager, and Data Integrity. Several write-ins from the not-grouped respondents indicated performing "...very little 391X0 work...," and spending "...most of the time working squadron small computer program" or other computer-related duties.

Group Descriptions

The following paragraphs contain brief descriptions of the three clusters and two jobs identified through the career ladder structure analysis. Appendix A lists representative tasks performed by both active duty and ANG/AFRES members with each job. Table 3 displays time spent on duties, while Table 4 provides demographic information for each job discussed within this report.

TABLE 3

AVERAGE PERCENT TIME SPENT ON DUTIES BY CAREER LADDER JOBS

DUTIES		**AEROSPACE VEHICLE MAINT DATA SYS ANALYSIS (STG77)**	**ANALYSIS CLUSTER (STG71)**	GENERAL ANALYSIS JOB (STG84)	ANALYSIS NCOIC JOB (STG118)	ANALYSIS/ DATA BASE MANAGEMENT JOB (STG120)	**COMM-ELECTRONICS ANALYSIS JOB (STG26)**
A	ORGANIZING AND PLANNING	3	6	6	9	4	5
B	DIRECTING AND IMPLEMENTING	7	11	14	16	8	11
C	INSPECTING AND EVALUATING	3	7	8	11	5	4
D	TRAINING	3	6	3	9	5	1
E	PERFORMING ADMINISTRATIVE AND SUPPLY FUNCTIONS	11	11	27	6	12	13
F	PERFORMING GENERAL CALCULATIONS AND ANALYSIS FUNCTIONS	66	33	28	39	30	21
G	PERFORMING COMMUNICATIONS-ELECTRONIC (C-E) FUNCTIONS	*	1	*	1	1	36
H	PERFORMING DATA BASE MANAGEMENT FUNCTIONS	6	22	6	7	30	8
I	PERFORMING SYSTEMS ANALYSIS AND DESIGN FUNCTIONS	1	3	7	2	4	2

* Denotes less than 1 percent

TABLE 3 (CONTINUED)

AVERAGE PERCENT TIME SPENT ON DUTIES BY CAREER LADDER JOBS

DUTIES		**SUPERVISORY MANAGEMENT CLUSTER (STG36)**	NCOIC ANALYSIS/ TRAINING JOB (STG86)	SUPERIN-TENDENT JOB (STG80)	**DATA BASE MANAGEMENT CLUSTER (STG88)**	DBM JOB (STG92)	SYSTEMS ANALYSIS & DESIGN JOB (GP90)
A	ORGANIZING AND PLANNING	14	11	19	3	2	4
B	DIRECTING AND IMPLEMENTING	22	18	29	6	5	9
C	INSPECTING AND EVALUATING	15	9	22	3	2	7
D	TRAINING	11	15	7	3	3	5
E	PERFORMING ADMINISTRATIVE AND SUPPLY FUNCTIONS	10	7	13	11	10	11
F	PERFORMING GENERAL CALCULATIONS AND ANALYSIS FUNCTIONS	19	38	4	3	3	*
G	PERFORMING COMMUNICATIONS-ELECTRONIC (C-E) FUNCTIONS	*	*	*	*	*	*
H	PERFORMING DATA BASE MANAGEMENT FUNCTIONS	7	2	4	66	68	39
I	PERFORMING SYSTEMS ANALYSIS AND DESIGN FUNCTIONS	2	*	2	6	5	24

* Denotes less than 1 percent

TABLE 4

SELECTED BACKGROUND DATA FOR DAFSC 2R0X1 CAREER LADDER JOBS

	AEROSPACE VEHICLE ANALYSIS CLUSTER (STG77)	**ANALYSIS CLUSTER (STG71)**	GENERAL ANALYSIS (STG84)	ANALYSIS NCOIC (STG118)	ANALYSIS/ DATABASE MANAGEMENT (STG120)	**COMM-ELECTRONICS ANALYSIS JOB (STG26)**
NUMBER IN GROUP	119	213	12	66	135	8
PERCENT OF SAMPLE	17%	31%	2%	10%	20%	1%
DAFSC DISTRIBUTION						
2R031	8%	1%	0%	0	2	13
2R051	62%	22%	33%	20%	22%	50%
2R071	29%	71%	67%	65%	74%	38%
2R091/CEM	1%	6%	0%	15%	1%	0%
PAYGRADE DISTRIBUTION						
E-1 to E-3	11%	0%	0%	0%	1%	0%
E-4	39%	8%	33%	3%	8%	25%
E-5	30%	19%	8%	17%	21%	38%
E-6	15%	27%	25%	24%	28%	38%
E-7	4%	39%	33%	38%	41%	0%
E-8	1%	5%	0%	12%	1%	0%
E-9	0%	2%	0%	6%	0%	0%
AVERAGE NUMBER OF TASKS PERFORMED	39	98	57	87	107	31
AVERAGE MONTHS TAFMS	99	182	149	207	160	139
PERCENT IN FIRST ENLISTMENT	20%	6%	0%	2%	4%	13%
PERCENT SUPERVISING	18%	68%	17%	91%	61%	12%

TABLE 4 (CONTINUED)

SELECTED BACKGROUND DATA FOR DAFSC 2R0X1 CAREER LADDER JOBS

	SUPERVISORY MANAGEMENT CLUSTER (STG36)	NCOIC ANALYSIS/ TRAINING (STG86)	SUPERIN-TENDENT JOB (STG80)	**DATABASE MANAGEMENT CLUSTER (STG88)**	DBM JOB (STG92)	SYSTEMS ANALYSIS & DESIGN JOB (GP90)
NUMBER IN GROUP	41	12	20	148	138	18
PERCENT OF SAMPLE	6%	2%	3%	22%	20%	3%
DAFSC DISTRIBUTION						
2R031	0%	0%	0%	7%	7%	6%
2R051	22%	42%	5%	9%	61%	17%
2R071	59%	50%	65%	59%	32%	67%
2R091/CEM	19%	8%	15%	35%	1%	11%
PAYGRADE DISTRIBUTION						
E-1 to E-3	0%	0%	0%	5%	6%	0%
E-4	0%	0%	0%	32%	33%	6%
E-5	32%	58%	15%	33%	35%	11%
E-6	20%	25%	10%	20%	17%	44%
E-7	32%	17%	40%	10%	9%	33%
E-8	12%	0%	25%	10%	0%	6%
E-9	5%	0%	10%	0%	0%	0%
AVERAGE NUMBER OF TASKS PERFORMED	36	31	41	61	50	31
AVERAGE MONTHS TAFMS	201	178	220	120	119	191
PERCENT IN FIRST ENLISTMENT	0%	0%	0%	12%	13%	13%
PERCENT SUPERVISING	90%	92%	95%	37%	37%	12%

I. AEROSPACE VEHICLE (AV) MAINTENANCE DATA SYSTEMS ANALYSIS JOB (STG77, N=119). This job is one of the more specialized jobs in the career ladder. It includes 17 percent of the sample, with active duty personnel comprising the majority of this job. This job focuses on analysis of AV maintenance data. Incumbents with this job compute, compile, and evaluate aircraft or missile maintenance systems, and prepare reports, charts, or graphs describing failure rates, scheduling effectiveness, or other maintenance trends. Over half (66 percent) of the relative job time is spent performing AV-oriented general calculations and analysis functions, with the rest of the job time distributed between performing administrative and supply functions, and various other duties. The 96 active duty personnel with this job perform an average of 38 tasks, while the ANG and AFRES incumbents in this job perform an average of 41 tasks. This job often entails the use of such software/systems as CHI; Enable; dBase 1, 2, 3, or 4; Word Star; PC Tools; Norton Utilities; and Harvard Graphics. The Standard Base Level Computer (SBLC)-based software incumbents interact with includes: Query Language Processor (QLP), Conventional Time Sharing (CTS), and Console Mode (CONS). Representative tasks performed by members with these jobs include:

review status rates, such as not mission capable (NMC), for developing trends or problems
compile data for aerospace vehicle summaries
compute data for aerospace vehicle summaries
compute aerospace vehicle scheduling effectiveness data
calculate aerospace vehicle systems reliabilities or capabilities
calculate percentiles
compute or determine maintenance scheduling effectiveness
calculate mission deviation rates
conduct special studies
operate microcomputers
prepare written narratives on AV maintenance summaries
gather operational data, such as flying hours, from other agencies
compile pilot reported discrepancies (PRDs) data
extract or evaluate high system or component failure data
distribute reports
validate daily data inputs to CAMS

Members performing this job are in paygrades E-4 through E-6 and average between 4 to 8 years time in service. Most hold the 5-skill level and are in ACC. Sixty-seven percent of respondents with this job report that they do not perform any data base management functions, while the remaining report spending less than 5 hours per week performing such duties. Job satisfaction is generally positive for incumbents with this job, with most finding the job interesting, talents well utilized, and a sense of accomplishment gained from work. Responses for utilization of training were not as positive as other identified jobs, with 25 percent of respondents reporting none to very little training utilization.

II. ANALYSIS CLUSTER (STG71, N=213). This cluster of jobs, comprising 31 percent of the sample, differs from the previous job in the broadness and diversity of tasks performed. Incumbents spend the majority of their relative job time performing analysis functions; however, they perform over twice as many tasks (98) as the previous jobs, many of which involve first-line supervisory responsibilities and administrative and supply functions, as well as some data-base management tasks. The following are typical tasks members in this cluster perform:

plan or schedule work assignments
compile end-item equipment downtime and work unit code data
extract information from JDD data
compute AV scheduling effectiveness data
analyze workload requirements
compute or determine man-hour utilization factors
extract or evaluate high man-hour consumer data
evaluate JDD
maintain software libraries
review aerospace vehicle man-hour utilization reports for accuracy
prepare or update local operating instructions
file correspondence
troubleshoot data-base errors

Personnel in this cluster are more senior than those in the AV Maintenance Data Systems Analysis Job, with 12 to 18 years' time in service. Seventy-one percent hold the 7-skill level. Sixty-six percent are in paygrades E-9 and E-8, and none are in their first enlistment.

The jobs within this cluster differ slightly by how much job time is spent performing tasks other than general analysis. The jobs identified within this cluster include: the General Analysis job, the Analysis NCOIC job, and the Analysis/Data Base (DBM) Management job. The 12 incumbents with the **General Analysis job** spend almost as much time performing administrative and supply functions (27 percent) as they do performing general calculations and analysis functions (28). Respondents with this job operate and maintain microcomputers; perform small computer manager duties; maintain software libraries; direct development or maintenance of status board; graphs, or charts; inventory equipment, tools, or supplies; maintain AF Forms 3215 (Communications-Computer Systems Requirements Document); develop work methods or procedures; maintain (ADPE) custody receipt listings; as well as calculate mission deviation rates, and prepare or conduct briefings on AV maintenance performance. Respondents holding this job average between 8 and 12 years' time in service. Most are assigned to PACAF. Eight of the twelve respondents hold the 7-skill, while the rest hold the 5-skill level. To perform their jobs, incumbents work with systems or software such as Enable; Harvard Graphics; Lotus 1, 2 ,3;

dBase 1, 2, 3, or 4; Word Star; PC Tools; Supercalc; CHI; and PROCOM. SLBC-based software used include CONS, CTS, and NDA 500. Most report maintaining CAMS in their present job. Job satisfaction was generally positive, although responses to training utilization were not as positive.

Incumbents with the **Analysis NCOIC job** in the Analysis cluster spend 39 percent of their relative job time performing general calculations and analysis functions to review status rates, such as NMC, for developing trends or problems, preparing written narratives on AV maintenance summaries, and conducting special studies. The 66 respondents in this predominantly active duty job are also responsible for developing work methods or procedures, conducting performance feedback worksheet (PFW) sessions, counseling subordinates on personal or military matters, and supervising Maintenance Data Systems Analysis Specialists (AFSC 39150). Incumbents with this job report that most use such systems/software as Harvard Graphics; dBase 1,2,3, or 4; PC Tools; and QLP. Although 33 percent of respondents with this job hold the SEI 029, DBM qualification, 56 percent reported not spending any time performing data-base management functions, and most of the rest perform data-base management functions less than 5 hours per week. Job satisfaction was positive for incumbents in this job. Most responded to being assigned to ACC, at Squadron or MAJCOM level. Incumbents range between 12 to 20 years' time in service, and 65 percent hold the 7-skill level.

Incumbents in the **Analysis/Data-Base Management job** perform the largest average number of tasks (107), with most divided between analysis (30 percent relative job time), as well as data-base management functions (30 percent of relative job time). This may be attributed to the fact that the majority of incumbents with this job are in the AFRES/ANG. Write-in comments indicate that many of these incumbents are the only AFSC 2R0X1 personnel at their base and thus must "do it all." This explanation also applies to some of the active duty personnel with this job. Typical tasks incumbents perform include troubleshooting user problems, instructing system users on system changes or problems, such as extended downtime procedures, building or executing runstreams, coordinating system hardware problems or repairs with the data processing center or users, extracting information from job documentation data, troubleshooting database errors, as well as reviewing status rates, such as NMC for developing trends or problems, conducting special studies, and calculating AV systems reliabilities or capabilities. The systems and software with high percent members using include Enable OA; Harvard Graphics; dBase 1,2,3, or 4; PC Tools; CHI; and PROCOM. The standard base-level computer-based software used by incumbents holding this job include CONS, CTS, DBE, DDN, IPF (Interactive Processing Facility), ICI (Interactive Communication Interface), IQU (Interactive Query Utility), NDA 500, QLP with update, QLP, as well as other CAMS utilities. Thirty-five percent of incumbents have been awarded SEI 029, Data Base Manager (CAMS) qualification. Incumbents report performing data-base management functions from 10 to 30 hours per week. Thirty percent are assigned to a Squadron Analysis section, 27 percent are assigned to a data-base management section, 18 percent are assigned to a wing, and 13 percent are assigned to a host data base management section.

III. SUPERVISORY MANAGEMENT CLUSTER (STG36, N=41). This cluster of jobs constitutes 6 percent of the total sample. Incumbents perform an average of 36 tasks and spend 51 percent of their relative duty time on overseeing Maintenance Data Systems Analysis Specialists (AFSC 39150). Incumbents still spend a smaller portion of their relative job time performing general calculations and analysis functions, but do not spend much time performing data-base management functions. Only three of the forty-one respondents with this job were AFRES/ANG. The two jobs within this cluster include the NCOIC Analysis/Training job and the Superintendent job. The following are typical tasks members in this cluster perform:

counsel subordinates on personal or military matters
conduct performance feedback worksheet (PFW) sessions
prepare EPRs
operate microcomputers
establish work priorities
supervise Maintenance Data Systems Analysis Specialists (AFSC 39150)
draft correspondence
plan or schedule work assignments
advise management on equipment maintenance or utilization
prepare or update training records
establish requirements for space, personnel, equipment, or supplies
review status rates, such as not mission capable (NMC), for developing trends or problems

Respondents in this cluster range from E-6 to E-8, and 12 to 20 years' time in service. Most hold the 7-skill level and report working under ACC. Job satisfaction is generally positive, again with utilization of training on the job being slightly less positive. The majority (51 percent) of incumbents in this cluster were retrained from another Air Force specialty, with 34 percent having completed resident technical training. Most spend their time in a Wing Analysis Section and work with such systems/software as Enable; Harvard Graphics; Supercalc; dBase 1,2,3, or 4; Word Star; PC Tools; CHI; or PROCOM. The SBLC-based software used by incumbents in this cluster ranges from CONS, CTSDBE, DDN, to QLP. Thirty-seven percent of incumbents have been awarded SEI 029, Data Base Manager qualification. Sixty-three percent report not performing any data-base management functions, with the rest spending less than 15 hours per week performing data-base management functions.

Incumbents with the **NCOIC Analysis/Training job** in the Supervisory Management Cluster differ from the **Superintendent job** in that incumbents with this job spend more of their relative job time performing general calculations and analysis functions and other technical tasks in addition to their supervisory management tasks. Incumbents with this job differ from the previous Analysis NCOIC job in that incumbents in this job spend the most time, out of all the jobs, training other AFSC 2R0X1 personnel. They also do not perform the large number of tasks

as incumbents with the Analysis NCOIC job, and thus are more specialized. Incumbents with this job are mid-level personnel holding the 7- or 5-skill level. Eight percent of respondents have a "T" (Trainer) primary AFSC prefix, the highest percent of any other job in the career ladder.

Incumbents with the **Superintendent job** constitute 3 percent of the total sample and are primarily responsible for directing and implementing activities within their career ladder. Members perform few technical tasks and spend most of their time interpreting policies, directives, or procedures for subordinates; establishing work priorities; supervising Maintenance Data Systems Analysis Specialists (AFSC 39150) or Technicians (AFSC 39170); and counseling subordinates on personal or military matters. Sixty-five percent report holding the 7-skill level, 15 percent hold the 9-skill level, and 15 percent hold the CEM skill-level. All incumbents with this job are active duty personnel.

IV. DATA BASE MANAGEMENT (DBM) CLUSTER (STG88, N=148). Members in this job represent 22 percent of the survey sample and are responsible for management of the Maintenance Information System (MIS). Responsibilities include assisting users of the system and troubleshooting errors in the system itself. Incumbents in this cluster spend 53 percent of their job time in the DBM section, with the majority of their time spent in the Host DBM section. Representative tasks for this job include:

troubleshoot user problems
open or close remote devices
troubleshoot data-base errors
build or execute runstreams
notify system users of status of unscheduled downtime for systems
coordinate computer times with data processing center (DPC)
correct data-base errors
instruct system users on system changes or problems, such as extended downtime procedures
load or maintain transaction identification code (TRIC) security for individuals
coordinate system hardware problems or repairs with users
coordinate recovery procedures with DPC and users
develop retrievals using QLPs
initiate, prepare, or review difficulty reports (DIREPs)

Respondents in this cluster range from E-4 to E-7, and most have between 49 and 144 months' total active federal military service. Fifty-nine percent hold the 5-skill level, and 34 percent hold the 7-skill level. The jobs within this cluster are the DMB job and the Systems Analysis and Design job.

The 138 incumbents with the **DBM job** spend the most relative job time (68 percent) of all jobs in the career ladder performing DBM functions. The 18 respondents who perform the **Systems Analysis and Design job** differ in that they spend approximately half as much time (39 percent) performing DBM functions as in the DBM job, and focus 24 percent of their relative job time on tasks related to systems analysis and design. Both jobs spend the least amount of time performing general calculations and analysis functions.

V. COMMUNICATIONS-ELECTRONIC (C-E) ANALYSIS JOB (STG26, N=8). This job constitutes 1 percent of the total sample. Incumbents with this job perform some of the same analysis tasks as those in the Aerospace Vehicle Maintenance Data Systems Analysis job and in the Analysis cluster, such as calculating reliabilities and capabilities or computing maintenance scheduling effectiveness data. Incumbents with this job, however, spend 36 percent of their job time performing C-E functions, far more time than any other job in this career ladder. The following are typical tasks members perform:

calculate C-E equipment utilization reports for accuracy
draft correspondence
operate microcomputers
calculate C-E systems reliability
compute or determine C-E mission equipment availabilities
calculate C-E mission equipment availability
prepare C-E summaries for distribution
extract or evaluate high system or component failure data
compute mean time between occurrences (MTBOs) or mean time between failures (MTBFs)
calculate mean time to restore (MTTR) equipment to operable status
compile data for C-E maintenance summaries
calculate AV systems reliabilities or capabilities
assemble ground C-E equipment status data

Respondents performing this job average 129 months' TAFMS. Four of the eight members hold the 5-skill level, while the rest hold either the 7-skill or 3-skill level. The majority of the incumbents are in AFSPACECOM or PACAF. The rest are in ACC or AMC. Job satisfaction is somewhat less positive for incumbents in this job in the areas of sense of accomplishment and utilization of training. Most find their job interesting, however, and feel their talents well utilized. The software most incumbents use includes: Enable; Harvard Graphics; Microsoft Excel; dbase 1,2,3, or 4; Word for Windows; and Word Star. Incumbents perform an average of 31 tasks.

Comparison of Current Group Descriptions to Previous Study

The results of the specialty job analysis were compared to the previous OSR, dated June 1987. The June 1987 report was based on a survey of both AFSCs 2R0X1 and 2R1X1 (formerly AFSC 392X0). Two separate reports have since been done. This report only covers comparisons between present and former AFSC 2R0X1 incumbents.

Table 5 lists the major jobs identified in the 1994 report and their equivalent jobs from the 1987 OSR. A review of the jobs performed by the current sample indicates the Technical Training Instructors job was not matched to similar jobs identified in the 1987 report. The HQ AFOTEC/USAFTAWC job and the Operational Test and Evaluation Team Analyst job were not matched exactly to jobs in the current survey report, but seemed to fall in the Analysis cluster.

The ANG and AFRES were not surveyed with the active duty career ladder when the 1987 survey was administered. Even though the ANG and AFRES have been added into this report, the basic career ladder structure is not greatly affected.

ANALYSIS OF DAFSC GROUPS

An analysis of DAFSC groups, in conjunction with the analysis of the career ladder structure, is an important part of each occupational survey. The DAFSC analysis identifies differences in tasks performed at the various skill levels. This information may be used to evaluate how well career ladder documents, such as AFMAN 36-2108 Specialty Descriptions and the STS, reflect what career ladder personnel are actually doing in the field.

The distribution of skill-level groups across the career ladder jobs for both active duty and ANG and AFRES respondents is displayed in Table 6, while Table 7 offers another perspective by displaying percent time spent on each duty across the skill-level groups.

A typical pattern of progression is noted within the active duty AFSC 2R0X1 career ladder, with personnel at the 3-skill level spending most of their time on technical tasks. As can be noted in Table 6, the majority of personnel across skill levels are grouped together in the AV Maintenace Data Systems Analysis and DBM jobs.

Skill-Level Descriptions

Active Duty DAFSC 2R031. The 29 airmen in the 3-skill level group, representing 4 percent of the survey sample, perform an average of 27 tasks. They spend approximately 50 percent of their time performing general calculations and analysis functions, such as calculating mission deviation rates, reviewing status rates, and computing or determining maintenance scheduling effectiveness.

TABLE 5

SPECIALTY JOB COMPARISONS BETWEEN CURRENT AND 1987 2R0X1 SURVEY

CURRENT SURVEY	1987 (391X0) SURVEY
- AEROSPACE VEHICLE (AV) MAINTENANCE DATA SYSTEMS ANALYSIS JOB	- AEROSPACE VEHICLE (AV) MAINTENANCE DATA SYSTEMS ANALYST JOB
- ANALYSIS CLUSTER	
- - General Analysis Job	- HQ AFOTEC/USAF TAWC JOB
- - Analysis NCOIC Job	- SPECIAL STUDIES ANALYSTS
- - Analysis/Data Base Management (DBM) Job	- OPERATIONAL TEST AND EVALUATION TEAM ANALYSTS
- SUPERVISORY MANAGEMENT CLUSTER	- SUPERVISORS/MANAGERS JOB
- - NCOIC Analysis/Training Job	
- - Superintendent Job	
- DATA BASE MANAGEMENT CLUSTER	- DATA BASE MANAGERS CLUSTER
- - DBM Job	- MMICS/CAMS FUNCTIONAL SYSTEMS MANAGER CLUSTER
- - Systems Analysis and Design Job	
- COMMUNICATIONS-ELECTRONICS ANALYSIS JOB	- COMMUNICATION-ELECTRONICS (C-E) STAFF ANALYSIS JOB
-NOT MATCHED	- ANG AND AFRES NOT SURVEYED IN 1987
-NOT MATCHED	- TECHNICAL TRAINING INSTRUCTORS IJT

TABLE 6

DISTRIBUTION OF SKILL-LEVEL MEMBERS ACROSS CAREER LADDER JOBS
(PERCENT)

JOBS	ACTIVE DUTY				ANG AND AFRES			
	2R031 (N=29)	2R051 (N= 249)	2R071 (N=193)	2R091/00 (N=23)	2R031 (N=9)	2R051 (N=35)	2R071 (N=133)	2R091/00 (N=6)
- AEROSPACE VEHICLE MAINTENANCE DATA SYSTEMS ANALYSIS JOB	**28**	**28**	**10**	*	**11**	**14**	**12**	17
- ANALYSIS CLUSTER	*	**16**	**34**	**44**	**33**	**23**	**62**	**33**
- - General Analysis Job	*	2	3	*	*	*	2	*
- - Analysis NCOIC Job	*	5	18	40	*	*	5	17
- - Analysis/Data Base Management (DBM) Job	*	9	14	6	33	23	54	17
- COMMUNICATIONS-ELECTRONIC (C-E) ANALYSIS JOB	*	**2**	**2**	*	**11**	*	*	*
- SUPERVISORY MANAGEMENT CLUSTER	*	**3**	**11**	**34**	*	*	**2**	**17**
- - NCOIC Analysis/Training Job	*	2	3	6	*	*	1	*
- - Superintendent Job	*	*	7	31	*	*	*	*
- DATA BASE MANAGEMENT CLUSTER	**28**	**30**	**21**	**6**	**22**	**31**	**8**	*
- - DBM Job	28	30	20	6	11	23	4	*
- - Systems Analysis and Design Job	*	*	4	13	11	9	4	*
- NOT GROUPED	16	21	22	16	23	32	16	67

* Denotes less than 1 percent

TABLE 7

TIME SPENT ON DUTIES BY MEMBERS OF SKILL-LEVEL GROUPS
(RELATIVE PERCENT OF JOB TIME)

DUTIES		ACTIVE DUTY				ANG AND AFRES			
		2R031 (N=29)	2R051 (N=249)	2R071 (N=193)	2R091/00 (N=23)	2R031 (N=9)	2R051 (N=35)	2R071 (N=133)	2R091/00 (N=23)
A	ORGANIZING AND PLANNING	2	3	7	13	*	1	4	5
B	DIRECTING AND IMPLEMENTING	3	7	13	20	3	4	9	16
C	INSPECTING AND EVALUATING	1	4	9	19	1	2	4	10
D	TRAINING	1	4	6	7	*	2	5	8
E	PERFORMING ADMINISTRATION AND SUPPLY FUNCTIONS	12	11	12	9	18	12	14	10
F	PERFORMING GENERAL CALCULATIONS AND ANALYSIS	50	35	23	17	39	32	36	32
G	PERFORMING C-E FUNCTIONS	1	2	2	1	5	2	*	*
H	PERFORMING DBM FUNCTIONS	26	31	23	7	31	41	26	17
I	PERFORMING SYSTEMS ANALYSIS AND DESIGN FUNCTIONS	4	3	5	4	3	5	3	1

* Denotes less than 1 percent

Twenty-six percent of their time is spent performing such DBM functions as notifying system users of unscheduled downtime for systems, executing runstreams, or opening or closing remote devices. Table 8 lists representative tasks performed by members in this group.

Active Duty DAFSC 2R051. The 249 airmen in the 5-skill level group represent 37 percent of the total survey sample and perform an average of 43 tasks. Table 7 shows that 5-skill level personnel spend 35 percent of their job time performing duties which involve general calculations and analysis tasks, such as reviewing status rates, and compiling data for AV summaries. They also perform such DBM tasks as correcting data-base errors, troubleshooting data-base errors, or building or executing runstreams. Table 9 lists representative tasks characteristically performed by active duty 5-skill level members.

Although 5-skill level personnel spend the majority of their job time performing the same technical duties as their junior counterparts, it is the percent of job time spent on first-line supervisory functions and on technical tasks requiring more job knowledge that distinguishes them from the 3-skill level personnel. As is shown in Table 10, 5-skill level members spend more time performing such tasks as conducting OJT, or counseling subordinates on personal or military matters. Members also spend more time conducting special studies; initiating, preparing, or reviewing difficulty reports (DIREPs); maintaining AF Forms 3215 (Communications-Computer Systems Requirements Document); and performing other technical tasks requiring more expertise in the field.

Active Duty DAFSC 2R071. Seven-skill level personnel represent 28 percent of the survey sample and perform an average of 60 tasks. Table 11 lists representative tasks performed by incumbents in this group. Twenty-three percent of their relative job time is still spent performing technical analysis or DBM tasks, such as operating microcomputers, and opening or closing remote devices. As seen in Table 12, however, 7-skill level personnel are distinguished from the 3-skill and 5-skill level personnel by the focus on managerial tasks such as establishing work priorities, developing work methods or procedures, and preparing EPRs. Many are in the Supervisory Management cluster or Analysis cluster.

Active Duty DAFSC 2R091/CEM. Nine-skill and CEM-level personnel represent 3 percent of the survey sample and perform an average of 63 tasks. Nine-skill level members tend to perform a few technical tasks, such as operating microcomputers, reviewing status rates, such as NMC, for developing trends or problems, or interfacing microcomputers with mainframes. They tend to spend most of their time on tasks involving higher level management decisions, such as interpreting policies, directives, or procedures for subordinates; counseling subordinates on personal or military matters; or writing staff studies, surveys, or special reports; other than training reports. Almost all 9-skill and CEM-level incumbents are in the Supervisory Management cluster or the Systems Analysis and Design job. Table 13 lists representative tasks performed by active duty 9-skill and CEM-personnel, while Table 14 illustrates task differences between 7-skill and 9/00 personnel.

TABLE 8

REPRESENTATIVE TASKS PERFORMED BY
ACTIVE DUTY DAFSC 2R031 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=29)
E112	OPERATE MICROCOMPUTERS	55
E100	DISTRIBUTE REPORTS	48
F179	REVIEW STATUS RATES, SUCH AS NOT MISSION CAPABLE (NMC), FOR DEVELOPING TRENDS OR PROBLEMS	48
F124	CALCULATE MISSION DEVIATION RATES	45
F145	COMPUTE OR DETERMINE MAINTENANCE SCHEDULING EFFECTIVENESS	45
F181	VALIDATE DAILY DATA INPUTS TO CORE AUTOMATED MAINTENANCE SYSTEM (CAMS)	45
F126	CALCULATE PERCENTILES	41
H252	NOTIFY SYSTEM USERS OF STATUS OF UNSCHEDULED DOWNTIME FOR SYSTEMS	41
F134	COMPILE PILOT REPORTED DISCREPANCIES (PRDs) DATA	38
F167	GATHER OPERATIONAL DATA, SUCH AS FLYING HOURS, FROM OTHER AGENCIES	38
H218	BUILD OR EXECUTE RUNSTREAMS	38
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	34
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	34
F135	COMPUTE AEROSPACE VEHICLE SCHEDULING EFFECTIVENESS DATA	34
F173	PREPARE WRITTEN NARRATIVES ON AEROSPACE VEHICLE MAINTENANCE SUMMARIES	34
F162	EXTRACT DATA FROM DELAYED DISCREPANCY MAINTENANCE REPORTS	31
H263	TROUBLESHOOT DATABASE ERRORS	31
H243	LOAD OR MAINTAIN TRIC SECURITY FOR WORKCENTERS	31
I288	TROUBLESHOOT, ANALYZE, OR EVALUATE USER SYSTEM PROBLEMS	28
F165	EXTRACT OR EVALUATE HIGH SYSTEM OR COMPONENT FAILURE DATA	28
F180	VALIDATE CANNIBALIZATION REPORTING PROCEDURES	28

TABLE 9

REPRESENTATIVE TASKS PERFORMED BY
ACTIVE DUTY DAFSC 2R051 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=249)
H253	OPEN OR CLOSE REMOTE DEVICES	62
H218	BUILD OR EXECUTE RUNSTREAMS	54
H264	TROUBLESHOOT USER PROBLEMS	53
F148	CONDUCT SPECIAL STUDIES	49
F179	REVIEW STATUS RATES, SUCH AS NOT MISSION CAPABLE (NMC), FOR DEVELOPING TRENDS OR PROBLEMS	48
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	46
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	45
H252	NOTIFY SYSTEM USERS OF STATUS OF UNSCHEDULED DOWNTIME FOR SYSTEMS	45
B 23	DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	43
H227	CORRECT DATABASE ERRORS	43
B22	DEVELOP WORK METHODS OR PROCEDURES	43
H240	INSTRUCT SYSTEM USERS ON SYSTEM CHANGES OR PROBLEMS, SUCH AS EXTENDED DOWNTIME PROCEDURES	42
H263	TROUBLESHOOT DATABASE ERRORS	41
H242	LOAD OR MAINTAIN TRANSACTION IDENTIFICATION CODE (TRIC) SECURITY FOR INDIVIDUALS	41
F124	CALCULATE MISSION DEVIATION RATES	41
F135	COMPUTE AEROSPACE VEHICLE SCHEDULING EFFECTIVENESS DATA	40
H236	EXTRACT INFORMATION FROM JDD DATA	39
H243	LOAD OR MAINTAIN TRIC SECURITY FOR WORKCENTERS	39
H231	DEVELOP RETRIEVALS USING QUERY LANGUAGE PROCESSORS (QLPs)	38
F167	GATHER OPERATIONAL DATA, SUCH AS FLYING HOURS, FROM OTHER AGENCIES	38
H224	COORDINATE SYSTEM HARDWARE PROBLEMS OR REPAIRS WITH DPC OR USERS	36

TABLE 10

TASKS BEST DIFFERENTIATING ACTIVE DUTY AFSC 2R031 AND AFSC 2R051

TASKS		2R031 (N=29)	2R051 (N=249)	DIFFERENCE
F175	REVIEW AEROSPACE VEHICLE MAN-HOUR UTILIZATION REPORTS FOR ACCURACY	3	17	-13
B 21	COUNSEL SUBORDINATES ON PERSONAL OR MILITARY MATTERS	14	27	-14
H225	COORDINATE TIMING OF REPORTS WITH DPC	10	24	-14
H251	MONITOR TAPES USING SYSTEM FOR TAPE ADMINISTRATION REPORTING (STAR) SYSTEM	3	17	-14
H253	OPEN OR CLOSE REMOTE DEVICES	48	62	-14
E106	MAINTAIN AF FORMS 3215 (COMMUNICATIONS-COMPUTER SYSTEMS REQUIREMENTS DOCUMENT)	7	36	-29
D73	CONDUCT OJT	10	36	-25
B23	DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	17	43	-25
B25	DRAFT CORRESPONDENCE	10	35	-25
H239	INITIATE, PREPARE, OR REVIEW DIFFICULTY REPORTS (DIREPS)	24	49	-24
F148	CONDUCT SPECIAL STUDIES	24	49	-24

TABLE 11
REPRESENTATIVE TASKS PERFORMED BY
ACTIVE DUTY DAFSC 2R071 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=193)
E112	OPERATE MICROCOMPUTERS	82
B25	DRAFT CORRESPONDENCE	74
A7	ESTABLISH WORK PRIORITIES	67
B22	DEVELOP WORK METHODS OR PROCEDURES	63
C67	PREPARE EPRs	62
B21	COUNSEL SUBORDINATES ON PERSONAL OR MILITARY MATTERS	61
B19	ADVISE MANAGEMENT ON EQUIPMENT MAINTENANCE OR UTILIZATION	59
A10	PLAN OR SCHEDULE WORK ASSIGNMENTS	58
C46	CONDUCT PERFORMANCE FEEDBACK WORKSHEET (PFW) SESSIONS	58
H253	OPEN OR CLOSE REMOTE DEVICES	56
B40	SUPERVISE MAINTENANCE DATA SYSTEMS ANALYSIS SPECIALISTS (AFSC 39150)	52
H264	TROUBLESHOOT USER PROBLEMS	50
B32	INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	50
C69	WRITE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS, OTHER THAN TRAINING REPORTS	49
A 15	SCHEDULE LEAVES OR PASSES	48
F179	REVIEW STATUS RATES, SUCH AS NOT MISSION CAPABLE (NMC), FOR DEVELOPING TRENDS OR PROBLEMS	47
E109	MAINTAIN MICROCOMPUTERS	47
B23	DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	47
D91	PREPARE OR UPDATE TRAINING RECORDS	47
A13	PREPARE OR UPDATE LOCAL OPERATING INSTRUCTIONS	47
H218	BUILD OR EXECUTE RUNSTREAMS	46
E101	FILE CORRESPONDENCE	46
D73	CONDUCT OJT	46
A1	ASSIGN PERSONNEL TO DUTY POSITIONS	46
H263	TROUBLESHOOT DATABASE ERRORS	45
E106	MAINTAIN AF FORMS 3215 (COMMUNICATIONS-COMPUTER SYSTEMS REQUIREMENTS DOCUMENT)	45
C 44	ANALYZE WORKLOAD REQUIREMENTS	44
H227	CORRECT DATABASE ERRORS	43
H216	ADVISE STAFF AGENCIES OR USERS ON AVAILABILITY OF PROGRAMS OR ROUTINES	43
F148	CONDUCT SPECIAL STUDIES	42

TABLE 12

TASKS WHICH BEST DIFFERENTIATE BETWEEN
ACTIVE DUTY DAFSC 2R051 AND DAFSC 2R071 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS		2R051 (N=249)	2R071 (N=193)	DIFFERENCE
A1	ASSIGN PERSONNEL TO DUTY POSITIONS	6	46	-40
B25	DRAFT CORRESPONDENCE	35	74	-39
C67	PREPARE EPRs	24	62	-38
A7	ESTABLISH WORK PRIORITIES	31	67	-36
A15	SCHEDULE LEAVES OR PASSES	13	48	-35
A10	PLAN OR SCHEDULE WORK ASSIGNMENTS	23	58	-35
B21	COUNSEL SUBORDINATES ON PERSONAL OR MILITARY MATTERS	27	61	-34
B40	SUPERVISE MAINTENANCE DATA SYSTEMS ANALYSIS SPECIALISTS (AFSC 39150)	21	52	-31
A5	ESTABLISH PERSONNEL PERFORMANCE STANDARDS	7	38	-31
B42	SUPERVISE MAINTENANCE DATA SYSTEMS ANALYSIS TECHNICIANS (AFSC 39170)	2	33	-31
C46	CONDUCT PERFORMANCE FEEDBACK WORKSHEET (PFW) SESSIONS	28	58	-29
A2	ASSIGN SPONSORS FOR NEWLY ASSIGNED PERSONNEL	4	33	-28
A12	PREPARE JOB DESCRIPTIONS	8	36	-28
A13	PREPARE OR UPDATE LOCAL OPERATING INSTRUCTIONS	19	47	-28
A6	ESTABLISH REQUIREMENTS FOR SPACE, PERSONNEL, EQUIPMENT, OR SUPPLIES	13	40	-27
D91	PREPARE OR UPDATE TRAINING RECORDS	20	47	-27
B32	INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	2	50	-27
B19	ADVISE MANAGEMENT ON EQUIPMENT MAINTENANCE OR UTILIZATION	33	59	-26
C44	ANALYZE WORKLOAD REQUIREMENTS	20	44	-24
C69	WRITE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS, OTHER THAN TRAINING REPORTS	26	49	-23
D71	ASSIGN ON-THE-JOB TRAINING (OJT, TRAINERS	4	27	-23
B24	DIRECT MAINTENANCE OF ADMINISTRATIVE FILES	15	36	-21
B22	DEVELOP WORK METHODS OR PROCEDURES	43	63	-20

TABLE 13

REPRESENTATIVE TASKS PERFORMED BY
ACTIVE DUTY DAFSC 2R091/00 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=23)
B32	INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	91
C67	PREPARE EPRs	91
A7	ESTABLISH WORK PRIORITIES	91
E112	OPERATE MICROCOMPUTERS	87
B25	DRAFT CORRESPONDENCE	87
B21	COUNSEL SUBORDINATES ON PERSONAL OR MILITARY MATTERS	87
A10	PLAN OR SCHEDULE WORK ASSIGNMENTS	87
C46	CONDUCT PERFORMANCE FEEDBACK WORKSHEET (PFW) SESSIONS	87
C69	WRITE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS, OTHER THAN TRAINING REPORTS	78
A12	PREPARE JOB DESCRIPTIONS	78
B19	ADVISE MANAGEMENT ON EQUIPMENT MAINTENANCE OR UTILIZATION	74
B22	DEVELOP WORK METHODS OR PROCEDURES	74
A15	SCHEDULE LEAVES OR PASSES	74
A1	ASSIGN PERSONNEL TO DUTY POSITIONS	74
C44	ANALYZE WORKLOAD REQUIREMENTS	70
A6	ESTABLISH REQUIREMENTS FOR SPACE, PERSONNEL, EQUIPMENT, OR SUPPLIES	70
A5	ESTABLISH PERSONNEL PERFORMANCE STANDARDS	70
A2	ASSIGN SPONSORS FOR NEWLY ASSIGNED PERSONNEL	70
B43	SUPERVISE MILITARY PERSONNEL WITH AFSCs OTHER THAN 391X0	65
B42	SUPERVISE MAINTENANCE DATA SYSTEMS ANALYSIS TECHNICIANS (AFSC 39170)	65
C50	EVALUATE COMPLIANCE WITH WORK STANDARDS	65
A13	PREPARE OR UPDATE LOCAL OPERATING INSTRUCTIONS	65
C65	INDORSE ENLISTED PERFORMANCE REPORTS (EPRs)	61
C53	EVALUATE INDIVIDUALS FOR PROMOTION, DEMOTION, OR RECLASSIFICATION	61
B40	SUPERVISE MAINTENANCE DATA SYSTEMS ANALYSIS SPECIALISTS (AFSC 39150)	57
F179	REVIEW STATUS RATES, SUCH AS NOT MISSION CAPABLE (NMC), FOR DEVELOPING TRENDS OR PROBLEMS	57

TABLE 14

TASKS WHICH BEST DIFFERENTIATE BETWEEN
ACTIVE DUTY DAFSC 2R071 AND DAFSC 2R091/00 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS		2R091/00 (N=23)	2R071 (N=193)	DIFFERENCE
H263	TROUBLESHOOT DATABASE ERRORS	13	45	32
H252	NOTIFY SYSTEM USERS OF STATUS OF UNSCHEDULED DOWNTIME FOR SYSTEMS	9	39	31
H243	LOAD OR MAINTAIN TRIC SECURITY FOR WORKCENTERS	4	31	27
H253	OPEN OR CLOSE REMOTE DEVICES	30	56	26
E115	PREPARE REQUISITIONS FOR SUPPLIES OR EQUIPMENT	4	30	26
H223	COORDINATE RECOVERY PROCEDURES WITH DPC AND USERS	4	30	25
H259	PERFORM OPERATOR MAINTENANCE ON SYSTEM HARDWARE, SUCH AS REMOTES OR PRINTERS	4	30	25
H242	LOAD OR MAINTAIN TRANSACTION IDENTIFICATION CODE (TRIC) SECURITY FOR INDIVIDUAL	9	34	25
H218	BUILD OR EXECUTE RUNSTREAMS	22	46	24
H260	PROCESS TRANSACTIONS TO OBTAIN PRINTS OF SUBSYSTEM RECORDS	9	32	23
E99	COMPLETE OR MAINTAIN AF FORMS 597 (ADPE MAINTENANCE RECORD)	9	32	23
E106	MAINTAIN AF FORMS 3215 (COMMUNICATIONS-COMPUTER SYSTEMS REQUIREMENTS DOCUMENT)	22	45	23
H250	MONITOR SYSTEM OPERATIONS	13	36	23
B43	SUPERVISE MILITARY PERSONNEL WITH AFSCs OTHER THAN 391X0	65	18	-47
A12	PREPARE JOB DESCRIPTIONS	78	36	-42
B32	INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	91	50	-42
C65	INDORSE ENLISTED PERFORMANCE REPORTS (EPRs)	61	21	-40
A2	ASSIGN SPONSORS FOR NEWLY ASSIGNED PERSONNEL	70	33	-37
C50	EVALUATE COMPLIANCE WITH WORK STANDARDS	65	30	-36
C53	EVALUATE INDIVIDUALS FOR PROMOTION, DEMOTION, OR RECLASSIFICATION	61	25	-35
A4	DRAFT BUDGET OR FINANCIAL REQUIREMENTS	52	18	-35
B42	SUPERVISE MAINTENANCE DATA SYSTEMS ANALYSIS TECHNICIANS (AFSC 39170)	65	33	-32
A5	ESTABLISH PERSONNEL PERFORMANCE STANDARDS	70	38	-32
C55	EVALUATE JOB DESCRIPTIONS	52	18	-32
A6	ESTABLISH REQUIREMENTS FOR SPACE, PERSONNEL, EQUIPMENT, OR SUPPLIES	70	40	-30
C67	PREPARE EPRs	91	62	-30

ANG and AFRES DAFSC 2R031. The 9 airmen in the ANG and AFRES 3-skill level group, representing 1 percent of the survey sample, perform an average of 41 tasks. As shown in Table 7, 39 percent of their time is spent performing such general calculations and analysis functions as calculating AV systems reliabilities or capabilities, while 31 percent of their time is spent performing DBM tasks, such as interfacing microcomputers with mainframes, or troubleshooting user problems. Table 15 lists representative tasks.

ANG & AFRES DAFSC 2R051. The 35 airmen in the ANG and AFRES 5-skill level group represent 5 percent of the total survey sample and perform an average of 51 tasks. ANG and AFRES 5-skill level personnel perform many of the same tasks as 3-skill level personnel, but are distinguished by the increased performance of tasks requiring more technical expertise, as well as on supervisory responsibilities. Table 7 shows that 5-skill level personnel spend 41 percent of their relative job time performing DBM functions. Seven percent of their job time is spent on supervisory management responsibilities. The remaining 59 percent of their time is spent on a broad range of technical tasks comparable with those performed by the 3-skill level personnel. Representative tasks performed by these personnel include troubleshooting user problems, performing operator maintenance on system hardware, such as remotes or printers, advising staff agencies or users on availability of programs or routines, and advising management on equipment maintenance or utilization. Other tasks may be found in Table 16. Tasks differentiating 3-skill level from 5-skill level personnel may be found in Table 17.

ANG & AFRES DAFSC 2R071. ANG and AFRES 7-skill level personnel constitute 20 percent of the survey sample and perform an average of 81 tasks. The majority (76 percent) of their time is still spent performing general calculations and analysis functions, DBM functions, and administrative and supply functions. The ANG and AFRES 7-skill level personnel are more involved with technical tasks than their active duty counterparts. These technical tasks include calculating AV systems reliabilities or capabilities, reviewing status rates, such as NMC, for developing trends or problems, and extracting or evaluating high man-hour consumer data. Table 18 provides a list of representative tasks for these incumbents.

Tasks which best distinguish 7-skill level personnel from the 5-skill level ANG and AFRES personnel are presented in Table 19. As the table shows, a higher percentage of 7-skill level personnel perform supervisory and managerial tasks, such as working with OJT issues, counseling, and supervising personnel.

ANG and AFRES DAFSC 2R091/00. There are nine ANG and AFRES 9-skill level and CEM personnel included in the survey sample. They perform an average of 55 tasks, with 49 percent of their time spent attending to supervisory management responsibilities. Such responsibilities include drafting correspondence; interpreting policies, directives, or procedures for subordinates; or advising management on equipment maintenance or utilization. The remaining 51 percent of their time is still spent performing technical tasks, such as conducting special studies, compiling

TABLE 15

REPRESENTATIVE TASKS PERFORMED BY
ANG AND AFRES DAFSC 2R031 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=9)
E112	OPERATE MICROCOMPUTERS	78
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	67
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	67
H241	INTERFACE MICROCOMPUTERS WITH MAINFRAMES	67
H264	TROUBLESHOOT USER PROBLEMS	67
H218	BUILD OR EXECUTE RUNSTREAMS	56
F135	COMPUTE AEROSPACE VEHICLE SCHEDULING EFFECTIVENESS DATA	56
N252	NOTIFY SYSTEM USERS OF STATUS OF UNSCHEDULED DOWNTIME FOR SYSTEMS	56
F145	COMPUTE OR DETERMINE MAINTENANCE SCHEDULING EFFECTIVENESS	56
H253	OPEN OR CLOSE REMOTE DEVICES	56
F136	COMPUTE BASE OR UNIT REPAIR CAPABILITIES	56
F147	COMPUTE OR DETERMINE MAN-HOUR UTILIZATION FACTORS	56
F165	EXTRACT OR EVALUATE HIGH SYSTEM OR COMPONENT FAILURE DATA	56
F164	EXTRACT OR EVALUATE HIGH MAN-HOUR CONSUMER DATA	56
F175	REVIEW AEROSPACE VEHICLE MAN-HOUR UTILIZATION REPORTS FOR ACCURACY	56
F137	COMPUTE COULD-NOT-DUPLICATE (CND) RATES	44
F124	CALCULATE MISSION DEVIATION RATES	44
F132	COMPILE END-ITEM EQUIPMENT DOWNTIME AND WORK UNIT CODE DATA	44
H220	COORDINATE COMPUTER TIMES WITH DATA PROCESSING CENTER (DPC)	44
B 33	INVENTORY EQUIPMENT, TOOLS, OR SUPPLIES	44
H231	DEVELOP RETRIEVALS USING QUERY LANGUAGE PROCESSORS (QLPs)	44
H216	ADVISE STAFF AGENCIES OR USERS ON AVAILABILITY OF PROGRAMS OR ROUTINES	44
F143	COMPUTE OR DETERMINE AEROSPACE VEHICLE MISSION EQUIPMENT AVAILABILITIES	44

TABLE 16

REPRESENTATIVE TASKS PERFORMED BY
ANG AND AFRES DAFSC 2R051 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=35)
H253	OPEN OR CLOSE REMOTE DEVICES	77
E112	OPERATE MICROCOMPUTERS	66
H264	TROUBLESHOOT USER PROBLEMS	66
H253	NOTIFY SYSTEM USERS OF STATUS OF UNSCHEDULED DOWNTIME FOR SYSTEMS	66
H242	LOAD OR MAINTAIN TRANSACTION IDENTIFICATION CODE (TRIC) SECURITY FOR INDIVIDUALS	63
H240	INSTRUCT SYSTEM USERS ON SYSTEM CHANGES OR PROBLEMS, SUCH AS EXTENDED DOWNTIME PROCEDURES	63
H26[illegible]	TROUBLESHOOT DATABASE ERRORS	57
H259	PERFORM OPERATOR MAINTENANCE ON SYSTEM HARDWARE, SUCH AS REMOTES, OR PRINTERS	57
H218	BUILD OR EXECUTE RUNSTREAMS	57
H216	ADVISE STAFF AGENCIES OR USERS ON AVAILABILITY OF PROGRAMS OR ROUTINES	57
E100	DISTRIBUTE REPORTS	54
H224	COORDINATE SYSTEM HARDWARE PROBLEMS OR REPAIRS WITH DPC OR USERS	54
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	51
I288	TROUBLESHOOT, ANALYZE, OR EVALUATE USER SYSTEM PROBLEMS	51
E101	FILE CORRESPONDENCE	51
F146	COMPUTE OR DETERMINE MAN-HOUR UTILIZATION FACTORS	51
H227	CORRECT DATABASE ERRORS	51
H222	COORDINATE OPERATION OR SCHEDULING OF REMOTE LINE PRINTERS WITH USERS	51
H243	LOAD OR MAINTAIN TRIC SECURITY FOR WORKCENTERS	49
H241	INTERFACE MICROCOMPUTERS WITH MAINFRAMES	49
H250	MONITOR SYSTEM OPERATIONS	49
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	46
F140	COMPUTE OR DETERMINE AEROSPACE VEHICLE EQUIPMENT CAPABILITIES	46
H235	EXECUTE SPECIALIZED PROGRAMS	46
F147	COMPUTE OR DETERMINE UNSCHEDULED VERSUS SCHEDULED MAINTENANCE RATES	46
H228	DETERMINE STATUS OF ASSIGNED ADPE EQUIPMENT	46
H217	ANALYZE OUTPUTS FROM SYSTEM PERFORMANCE REPORTS	46
E109	MAINTAIN MICROCOMPUTERS	46
H260	PROCESS TRANSACTIONS TO OBTAIN PRINTS OF SUBSYSTEM RECORDS	43
F179	REVIEW STATUS RATES, SUCH AS NOT MISSION CAPABLE (NMC), FOR DEVELOPING TRENDS OR PROBLEMS	43

TABLE 17

TASKS WHICH BEST DIFFERENTIATE BETWEEN
DAFSC 2R031 AND DAFSC 2R051 ANG & AFRES PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS		2R031 (N=9)	2R051 (N=35)	DIFFERENCE
F137	COMPUTE COULD-NOT DUPLICATE (CND) RATES	44	17	27
F135	COMPUTE AEROSPACE VEHICLE SCHEDULING EFFECTIVENESS DATA	56	31	24
F175	REVIEW AEROSPACE VEHICLE MAN-HOUR UTILIZATION REPORTS FOR ACCURACY	56	34	21
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	67	46	21
H253	OPEN OR CLOSE REMOTE DEVICES	56	77	-22
H255	PERFORM DAILY DATABASE SAVES	0	23	-23
D73	CONDUCT OJT	0	23	-23
A10	PLAN OR SCHEDULE WORK ASSIGNMENTS	0	23	-23
H234	EXECUTE DEFENSE DATA NETWORK (DDN) SYSTEM-TO-SYSTEM NETWORKS	11	34	-23
H217	ANALYZE OUTPUTS FROM SYSTEM PERFORMANCE REPORTS	22	46	-23
H259	PERFORM OPERATOR MAINTENANCE ON SYSTEM HARDWARE, SUCH AS REMOTES	33	57	-24
H263	TROUBLESHOOT DATABASE ERRORS	33	57	-24
A7	ESTABLISH WORK PRIORITIES	0	26	-26
E97	COMPLETE AF FORMS 2005 (ISSUE/TURN IN REQUEST)	0	26	-26

TABLE 18

REPRESENTATIVE TASKS PERFORMED BY
ANG & AFRES DAFSC 2R071 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=133)
E112	OPERATE MICROCOMPUTERS	91
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	74
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	74
F179	REVIEW STATUS RATES, SUCH AS NOT MISSION CAPABLE (NMC), FOR DEVELOPING TRENDS OR PROBLEMS	74
F146	COMPUTE OR DETERMINE MAN-HOUR UTILIZATION FACTORS	73
H264	TROUBLESHOOT USER PROBLEMS	72
F136	COMPUTE BASE OR UNIT REPAIR CAPABILITIES	71
B 25	DRAFT CORRESPONDENCE	71
E100	DISTRIBUTE REPORTS	71
H253	OPEN OR CLOSE REMOTE DEVICES	70
H252	NOTIFY SYSTEM USERS OF STATUS OF UNSCHEDULED DOWNTIME FOR SYSTEMS	70
E109	MAINTAIN MICROCOMPUTERS	69
E113	PERFORM SMALL COMPUTER MANAGER DUTIES	68
F164	EXTRACT OR EVALUATE HIGH MAN-HOUR CONSUMER DATA	68
F148	CONDUCT SPECIAL STUDIES	68
F140	COMPUTE OR DETERMINE AEROSPACE VEHICLE EQUIPMENT CAPABILITIES	67
E101	FILE CORRESPONDENCE	67
B19	ADVISE MANAGEMENT ON EQUIPMENT MAINTENANCE OR UTILIZATION	67
F165	EXTRACT OR EVALUATE HIGH SYSTEM OR COMPONENT FAILURE DATA	66
F145	COMPUTE OR DETERMINE MAINTENANCE SCHEDULING EFFECTIVENESS	66
F135	COMPUTE AEROSPACE VEHICLE SCHEDULING EFFECTIVENESS DATA	65
F159	EVALUATE ASSIGNED WORKCENTER MAN-HOURS	65
F124	CALCULATE MISSION DEVIATION RATES	64
H218	BUILD OR EXECUTE RUNSTREAMS	63
H240	INSTRUCT SYSTEM USERS ON SYSTEM CHANGES OR PROBLEMS, SUCH AS EXTENDED DOWNTIME PROCEDURES	63
H224	COORDINATE SYSTEM HARDWARE PROBLEMS OR REPAIRS WITH DPC OR USERS	63
F175	REVIEW AEROSPACE VEHICLE MAN-HOUR UTILIZATION REPORTS FOR ACCURACY	62
H259	PERFORM OPERATOR MAINTENANCE ON SYSTEM HARDWARE, SUCH AS REMOTES OR PRINTERS	62
B 33	INVENTORY EQUIPMENT, TOOLS, OR SUPPLIES	62
H216	ADVISE STAFF AGENCIES OR USERS ON AVAILABILITY OF PROGRAMS OR ROUTINES	62

TABLE 19

TASKS WHICH BEST DIFFERENTIATE BETWEEN
DAFSC 2R051 AND DAFSC 2R071 ANG AND AFRES PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS		2R051 (N=35)	2R071 (N=133)	DIFFERENCE
B23	DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	20	61	-41
B25	DRAFT CORRESPONDENCE	31	71	-40
A13	PREPARE OR UPDATE LOCAL OPERATING INSTRUCTIONS	14	54	-40
E113	PERFORM SMALL COMPUTER MANAGER DUTIES	29	68	-40
F148	CONDUCT SPECIAL STUDIES	29	68	-39
D 91	PREPARE OR UPDATE TRAINING REPORTS	9	45	-37
B32	INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	17	52	-35
C69	WRITE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS, OTHER THAN TRAINING REPORTS	17	52	-35
F135	COMPUTE AEROSPACE VEHICLE SCHEDULING EFFECTIVENESS DATA	31	65	-34
E115	PREPARE REQUISITIONS FOR SUPPLIES OR EQUIPMENT	26	58	-32
F136	COMPUTE BASE OR UNIT REPAIR CAPABILITIES	40	71	-31
D73	CONDUCT OJT	23	54	-31
F179	REVIEW STATUS RATES, SUCH AS NOT MISSION CAPABLE (NMC), FOR DEVELOPING TRENDS OR PROBLEMS	43	74	-31
B22	DEVELOP WORK METHODS OR PROCEDURES	26	56	-31
E98	COMPLETE DD FORMS 1348-6 (DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT)	11	42	-31
F158	EVALUATE AEROSPACE VEHICLE OR EQUIPMENT STATUS DATA	20	50	-30
F159	EVALUATE ASSIGNED WORKCENTER MAN-HOURS	34	65	-30
B33	INVENTORY EQUIPMENT, TOOLS, OR SUPPLIES	31	62	-30
A7	ESTABLISH WORK PRIORITIES	26	55	-30
E 97	COMPLETE AF FORMS 2005 (ISSUES/TURN IN REQUEST)	26	56	-30
F170	PREPARE AF FORMS 2422 (MAINTENANCE ANALYSIS REFERRAL)	20	50	-30
D78	DEMONSTRATE HOW TO LOCATE TECHNICAL INFORMATION	17	47	-29
F167	GATHER OPERATIONAL DATA, SUCH AS FLYING HOURS, FROM OTHER AGENCIES	31	61	-29
E110	MAINTAIN SOFTWARE LIBRARIES	26	55	-29
F165	EXTRACT OR EVALUATE HIGH SYSTEM OR COMPONENT FAILURE DATA	37	66	-29
F175	REVIEW AEROSPACE VEHICLE MAN-HOUR UTILIZATION REPORTS FOR ACCURACY	34	62	-28
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	46	74	-28
C44	ANALYZE WORKLOAD REQUIREMENTS	23	50	-28

data for AV summaries, or calculating AV systems reliabilities or capabilities. Nine-skill and CEM-skill level ANG and AFRES personnel spend more job time performing technical tasks, as illustrated in Table 20. Table 21 illustrates task differences between 7-skill and 9/00-skill level personnel

Differences Between Active Duty and ANG and AFRES DAFSC 2R0X1. There were some noticeable differences between the active duty and ANG and AFRES personnel. As shown in Table 22, active duty 3-skill level personnel spend more time validating daily data inputs to the CAMS, while the ANG and AFRES 3-skill level members report performing more of the analysis and DBM tasks, such as reviewing AV man-hour utilization reports for accuracy, interfacing microcomputers with mainframes, and extracting or evaluating high man-hour consumer data. Active duty 3-skill level personnel do not report computing or determining AV facility requirements or capabilities, while 33 percent of ANG and AFRES personnel perform this task. As shown in Table 23, active duty 5-skill level incumbents are more involved with supervisory tasks, such as conducting PFW sessions; directing development or maintenance of status boards, graphs, or charts; and preparing EPRs. ANG and AFRES 5-skill level personnel are more involved with performing more technical analysis and DBM functions. At the 7-skill level, the emphasis on supervisory tasks by active duty personnel is more pronounced. As can be seen in Table 24, active duty 7-skill personnel concentrate on tasks, such as preparing EPRs, scheduling leaves and passes, and establishing performance standards. ANG and AFRES 7-skill level personnel, on the other hand, continue to perform such technical tasks as computing or determining man-hour utilization factors, computing base or unit repair capabilities, or evaluating assigned workcenter man-hours. Such is the case with 9-skill level and CEM personnel, as seen in Table 25. While active duty 9/00 personnel are preparing EPRs, conducting PFW sessions, or scheduling leaves or passes, ANG and AFRES 9/00 personnel are conducting special studies, compiling data for AV summaries, or preparing recommended changes to technical orders (TOs). Many of the differences found between the active duty and ANG and AFRES skill levels are a result of difference in organizational structure of the two agencies. As can be expected, there are more active duty personnel to do the jobs who, therefore, can be more specialized than ANG and AFRES personnel. It is this specialization which appears to produce the differences between the skill levels, not the actual content of the job.

Summary

A normal career ladder progression within the active duty AFSC 2R0X1 career ladder is evident, with personnel at the 3-skill level spending the vast majority of their job time performing technical tasks. A moderate shift towards supervisory functions occurs at the 5-skill level, with members still spending more than 50 percent of their duty time performing technical functions. Personnel at the 7-skill level perform slightly more technical tasks than in other skill levels, but still are distinguished by their time spent on supervisory duties, as compared to the more junior personnel. Personnel at this level also tend to perform tasks requiring more technical expertise and judgment. Nine-skill and CEM-level personnel perform few technical tasks, but focus more

TABLE 20

REPRESENTATIVE TASKS PERFORMED BY
ANG AND AFRES DAFSC 2R091/00 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING (N=6)
F148	CONDUCT SPECIAL STUDIES	100
B25	DRAFT CORRESPONDENCE	100
E112	OPERATE MICROCOMPUTERS	83
B32	INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	83
B19	ADVISE MANAGEMENT ON EQUIPMENT MAINTENANCE OR UTILIZATION	83
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	83
B21	COUNSEL SUBORDINATES ON PERSONAL OR MILITARY MATTERS	83
C44	ANALYZE WORKLOAD REQUIREMENTS	67
B22	DEVELOP WORK METHODS OR PROCEDURES	67
D91	PREPARE OR UPDATE TRAINING RECORDS	67
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	67
H253	OPEN OR CLOSE REMOTE DEVICES	67
A7	ESTABLISH WORK PRIORITIES	67
A1	ASSIGN PERSONNEL TO DUTY POSITIONS	67
E109	MAINTAIN MICROCOMPUTERS	50
H264	TROUBLESHOOT USER PROBLEMS	50
D81	DIRECT OR IMPLEMENT OJT PROGRAMS	50
H263	TROUBLESHOOT DATABASE ERRORS	50
D90	PLAN OR SCHEDULE OJT	50
F165	EXTRACT OR EVALUATE HIGH SYSTEM OR COMPONENT FAILURE DATA	50
F179	REVIEW STATUS RATES, SUCH AS NOT MISSION CAPABLE (NMC), FOR DEVELOPING TRENDS OR PROBLEMS	50
B38	SUPERVISE APPRENTICE MAINTENANCE DATA SYSTEMS ANALYSIS SPECIALISTS (AFSC 39130)	50
H224	COORDINATE SYSTEM HARDWARE PROBLEMS OR REPAIRS	50
F173	PREPARE WRITTEN NARRATIVES ON AEROSPACE VEHICLE MAINTENANCE SUMMARIES	50
F167	GATHER OPERATIONAL DATA, SUCH AS FLYING HOURS, FROM OTHER AGENCIES	50

TABLE 21

TASKS WHICH BEST DIFFERENTIATE BETWEEN
DAFSC 2R071 AND DAFSC 2R091/00 ANG AND AFRES PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS		2R071 (N=133)	2R091/00 (N=6)	DIFFERENCE
E97	COMPLETE AF FORMS 2005 (ISSUE/TURN IN REQUEST)	56	0	56
F144	COMPUTE OR DETERMINE AEROSPACE VEHICLE MISSION MAINTENANCE CAPABILITIES	56	0	56
E110	MAINTAIN SOFTWARE LIBRARIES	55	0	55
F162	EXTRACT DATA FROM DELAYED DISCREPANCY MAINTENANCE REPORTS	51	0	51
F164	EXTRACT OR EVALUATE HIGH MAN-HOUR CONSUMER DATA	68	20	48
F178	REVIEW MAINTENANCE STANDARDIZATION AND EVALUATION DATA FOR DEVELOPING TRENDS OR PROBLEMS	45	0	45
H240	INSTRUCT SYSTEM USERS ON SYSTEM CHANGES OR PROBLEMS, SUCH AS EXTENDED DOWNTIME PROCEDURES	63	20	43
E98	COMPLETE DD FORMS 1348-6 (DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT)	42	0	42
H259	PERFORM OPERATOR MAINTENANCE ON SYSTEM HARDWARE, SUCH AS REMOTES OR PRINTERS	62	20	42
H221	COORDINATE MONTHLY RELEASES WITH DPC AND USERS	40	0	40
F181	VALIDATE DAILY DATA NETWORK (DDN) SYSTEM-TO-SYSTEM NETWORKS	38	0	38
F161	EVALUATE MEANS, MEDIANS, OR MODES	38	0	38
H234	EXECUTE DEFENSE DATA NETWORK (DDN) SYSTEM-TO-SYSTEM NETWORKS	38	0	38
E115	PREPARE REQUISITIONS FOR SUPPLIES OR EQUIPMENT	58	20	38
A1	ASSIGN PERSONNEL TO DUTY POSITIONS	21	60	-39
D81	DIRECT OR IMPLEMENT OJT PROGRAMS	23	60	-37
B21	COUNSEL SUBORDINATES ON PERSONAL OR MILITARY MATTERS	43	80	-37
B37	PREPARE RECOMMENDED CHANGES TO TECHNICAL ORDERS (TOs)	5	80	-35
D91	PREPARE OR UPDATE TRAINING RECORDS	45	80	-35
F148	CONDUCT SPECIAL STUDIES	68	100	-32
B38	SUPERVISE APPRENTICE MAINTENANCE DATA SYSTEMS ANALYSIS SPECIALISTS (AFSC 39130)	31	60	-29
B25	DRAFT CORRESPONDENCE	71	100	-29

TABLE 22

TASKS WHICH BEST DIFFERENTIATE BETWEEN
ACTIVE DUTY AND ANG AND AFRES DAFSC 2R031 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS		ACTIVE DUTY 2R031 (N=29)	ANG AND AFRES 2R031 (N=9)	DIFFERENCE
F181	VALIDATE DAILY DATA INPUTS TO CORE AUTOMATED MAINTENANCE SYSTEM (CAMS)	45	22	23
F175	REVIEW AEROSPACE VEHICLE MAN-HOUR UTILIZATION REPORTS FOR ACCURACY	3	56	-52
H241	INTERFACE MICROCOMPUTERS WITH MAINFRAMES	17	67	-49
F164	EXTRACT OR EVALUATE HIGH MAN-HOUR CONSUMER DATA	14	56	-42
F147	COMPUTE OR DETERMINE UNSCHEDULED VERSUS SCHEDULED MAINTENANCE RATES	14	56	-42
F136	COMPUTE BASE OR UNIT REPAIR CAPABILITIES	17	56	-31
F147	REVIEW AEROSPACE VEHICLE EQUIPMENT UTILIZATION REPORTS FOR ACCURACY	21	56	-35
F137	COMPUTE COULD-NOT-DUPLICATE (CND) RATES	10	44	-34
F142	COMPUTE OR DETERMINE AEROSPACE VEHICLE FACILITY REQUIREMENTS	0	33	-33
F141	COMPUTE OR DETERMINE AEROSPACE VEHICLE FACILITY CAPABILITIES	0	33	-33
F139	COMPUTE MEAN TIME BETWEEN OCCURRENCES (MTBOs) OR MEAN TIME BETWEEN FAILURES (MTBFs)	0	33	-33
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	34	67	-32
H264	TROUBLESHOOT USER PROBLEMS	34	67	-32
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	34	67	-32
F146	COMPUTE OR DETERMINE MAN-HOUR UTILIZATION FACTORS	24	56	-31
F143	COMPUTE OR DETERMINE AEROSPACE VEHICLE MISSION EQUIPMENT AVAILABILITIES	14	44	-31
H216	ADVISE STAFF AGENCIES OR USERS ON AVAILABILITY OF PROGRAMS OR ROUTINES	14	44	-31
B33	INVENTORY EQUIPMENT, TOOLS, OR SUPPLIES	14	44	-31
F161	EVALUATE MEANS, MEDIANS, OR MODES	3	33	-30
F165	EXTRACT OR EVALUATE HIGH SYSTEM OR COMPONENT FAILURE DATA	28	56	-28
H222	COORDINATE OPERATION OR SCHEDULING OF REMOTE LINE PRINTERS WITH USERS	17	44	-27
F140	COMPUTE OR DETERMINE AEROSPACE VEHICLE EQUIPMENT CAPABILITIES	17	44	-27
F132	COMPILE END-ITEM EQUIPMENT DOWNTIME AND WORK UNIT CODE DATA	17	44	-27
H231	DEVELOP RETRIEVALS USING QUERY LANGUAGE PROCESSORS (QLPs)	17	44	-27

TABLE 23

TASKS WHICH BEST DIFFERENTIATE BETWEEN
ACTIVE DUTY DAFSC AND ANG AND AFRES DAFSC 2R051 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS		ACTIVE DUTY 2R051 (N=249)	ANG AND AFRES 2R051 (N=35)	DIFFERENCE
C46	CONDUCT PERFORMANCE FEEDBACK WORKSHEET (PFW) SESSIONS	28	3	25
B23	DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	43	20	23
F148	CONDUCT SPECIAL STUDIES	49	29	20
C67	PREPARE EPRs	24	6	18
B22	DEVELOP WORK METHODS OR PROCEDURES	43	26	17
B40	SUPERVISE MAINTENANCE DATA SYSTEMS ANALYSIS SPECIALISTS (AFSC 39150)	21	6	15
H257	PERFORM DELETE HISTORY PROCEDURES	32	17	15
E111	MAINTAIN TO FILES	10	37	-28
F147	COMPUTE OR DETERMINE UNSCHEDULED VERSUS SCHEDULED MAINTENANCE RATES	18	46	-27
H259	PERFORM OPERATOR MAINTENANCE ON SYSTEM HARDWARE, SUCH AS REMOTES OR PRINTERS	30	57	-27
F146	COMPUTE OR DETERMINE MAN-HOUR UTILIZATION FACTORS	25	51	-27
E103	FILE SCHEDULED MAINTENANCE REPORTS	18	43	-25
I288	TROUBLESHOOT, ANALYZE, OR EVALUATE USER SYSTEM PROBLEMS	27	51	-24
H222	COORDINATE OPERATION OR SCHEDULING OF REMOTE LINE PRINTERS WITH USERS	28	51	-24
H235	EXECUTE SPECIALIZED PROGRAMS	22	46	-24
F138	COMPUTE MEAN TIME BETWEEN MAINTENANCE (MTBM)	11	34	-23
H242	LOAD OR MAINTAIN TRANSACTION IDENTIFICATION CODE (TRIC) SECURITY FOR SYSTEMS	41	63	-21

TABLE 24

TASKS WHICH BEST DIFFERENTIATE BETWEEN
ACTIVE DUTY AND ANG AND AFRES DAFSC 2R071 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS		ACTIVE DUTY 2R071 (N=193)	ANG AND AFRES 2R071 (N=133)	DIFFERENCE
C67	PREPARE EPRs	62	10	52
C46	CONDUCT PERFORMANCE FEEDBACK WORKSHEET (PFW) SESSIONS	58	10	48
A15	SCHEDULE LEAVES OR PASSES	48	20	28
A2	ASSIGN SPONSORS FOR NEWLY ASSIGNED PERSONNEL	33	7	26
A1	ASSIGN PERSONNEL TO DUTY POSITIONS	46	21	25
B40	SUPERVISE MAINTENANCE DATA SYSTEMS ANALYSIS SPECIALISTS (AFSC 39150)	51	31	21
F146	COMPUTE OR DETERMINE MAN-HOUR UTILIZATION FACTORS	24	73	-49
F136	COMPUTE BASE OR UNIT REPAIR CAPABILITIES	23	71	-48
F159	EVALUATE ASSIGNED WORKCENTER MAN-HOURS	17	65	-48
F142	COMPUTE OR DETERMINE AEROSPACE VEHICLE EQUIPMENT CAPABILITIES	20	67	-47
F144	COMPUTE OR DETERMINE AEROSPACE VEHICLE MISSION MAINTENANCE CAPABILITIES	12	56	-44
E113	PERFORM SMALL COMPUTER MANAGER DUTIES	26	68	-42
F145	COMPUTE OR DETERMINE MAINTENANCE SCHEDULING EFFECTIVENESS	25	66	-41
F164	EXTRACT OR EVALUATE HIGH MAN-HOUR CONSUMER DATA	28	68	-40
F175	REVIEW AEROSPACE VEHICLE MAN-HOUR UTILIZATION REPORTS FOR ACCURACY	22	62	-40
F170	PREPARE AF FORMS 2422 (MAINTENANCE ANALYSIS REFERRAL)	13	50	-37
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	38	74	-35
F135	COMPUTE AEROSPACE VEHICLE SCHEDULING EFFECTIVENESS DATA	29	65	-36
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	38	74	-35
F138	COMPUTE MEAN TIME BETWEEN MAINTENANCE (MTBM)	16	50	-34
F174	REVIEW AEROSPACE VEHICLE EQUIPMENT UTILIZATION REPORTS FOR ACCURACY	28	62	-34
F165	EXTRACT OR EVALUATE VEHICLE BASE SELF-SUFFICIENCY	21	54	-33

TABLE 25

TASKS WHICH BEST DIFFERENTIATE BETWEEN
ACTIVE DUTY AND ANG AND AFRES DAFSC 2R091/00 PERSONNEL
(PERCENT MEMBERS PERFORMING)

TASKS		ACTIVE DUTY 2R091/00 (N=23)	ANG AND AFRES 2R091/00 (N=6)	DIFFERENCE
C67	PREPARE EPRs	91	0	91
C46	CONDUCT PERFORMANCE FEEDBACK WORKSHEET (PFW) SESSIONS	87	17	70
A15	SCHEDULE LEAVES OR PASSES	74	17	57
A6	ESTABLISH REQUIREMENTS FOR SPACE, PERSONNEL, EQUIPMENT, OR SUPPLIES	70	17	53
A4	DRAFT BUDGET OR FINANCIAL REQUIREMENTS	52	0	52
A13	PREPARE OR UPDATE LOCAL OPERATING INSTRUCTIONS	65	17	49
B43	SUPERVISE MILITARY PERSONNEL WITH AFSCs OTHER THAN 391X0	65	17	49
C61	EVALUATE SUGGESTIONS	48	0	48
A12	PREPARE JOB DESCRIPTIONS	78	33	45
C69	WRITE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS, OTHER THAN TRAINING REPORTS	78	33	45
C65	INDORSE ENLISTED PERFORMANCE REPORTS (EPRs)	61	17	44
A9	PLAN LAYOUT OF FACILITIES	43	0	43
B40	SUPERVISE MAINTENANCE DATA SYSTEMS ANALYSIS SPECIALISTS (AFSC 39150)	56	17	40
F148	CONDUCT SPECIAL STUDIES	43	100	-57
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	39	83	-53
B37	PREPARE RECOMMENDED CHANGES TO TECHNICAL ORDERS (TOs)	9	50	-41
H263	TROUBLESHOOT DATABASE ERRORS	13	50	-37
H224	COORDINATE SYSTEM HARDWARE PROBLEMS OR REPAIRS WITH DPC OR USERS	13	50	-37
F140	COMPUTE OR DETERMINE AEROSPACE VEHICLE EQUIPMENT CAPABILITIES	13	50	-37
H253	OPEN OR CLOSE REMOTE DEVICES	30	67	-36
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	30	67	-36
E111	MAINTAIN FILES	0	33	-33

of their time on decisionmaking and other management responsibilities. ANG and AFRES personnel tend to perform a large amount of technical tasks as in the upper skill levels due to the limited number of personnel.

ANALYSIS OF AFMAN 36-2108 SPECIALTY DESCRIPTIONS

Survey results were compared to the AFMAN 36-2108 (formerly AFR 39-1) *Specialty Descriptions* for Maintenance Data Systems Analysis Specialists and Technicians, dated 15 March 1991, effective 30 April 1991. The descriptions for the 3-, 5-, and 7-skill levels are generally accurate, depicting the highly technical aspects of the job, as well as the increase in supervisory responsibilities previously described in the DAFSC analysis. One area of the specialty description may warrant changes. Table 4 illustrates there are 3-, 5-, and 7-skill level personnel performing C-E analysis tasks. The C-E analysis function is only mentioned, however, as an area of supervision for 9-skill level and CEM personnel. Although the number of personnel performing C-E analysis tasks in this career ladder is small, the specialized nature of the tasks may suggest inclusion in career ladder documents. Overall, however, the specialty descriptions do capture the primary responsibilities of members in the three clusters and two jobs identified by the job structure analysis process.

TRAINING ANALYSIS

Sources of information which can be used to assist in the development of relevant training programs for entry-level personnel are occupational survey data. Factors used to evaluate entry-level Maintenance Data Systems Analysis training include jobs performed by first-enlistment personnel, overall distribution of first-enlistment personnel across career ladder jobs, percent first-job (1-24 months TAFMS) and first-enlistment (1-48 months TAFMS) members performing specific tasks, ratings of how much TE tasks should receive in formal training, and ratings of relative TD.

First-Enlistment Personnel

In this study, there are 59 active duty AFSC 2R0X1 and 22 ANG and AFRES members in their first enlistment (1-48 months TAFMS), representing percent of the survey sample. The vast majority of first-enlistment personnel are involved in day-to-day general calculations and analysis functions or DBM duties as shown in Figure 2. As displayed in Table 26, approximately 77 percent of active duty and 70 percent of ANG and AFRES personnel's duty time is devoted to performing technical and administrative tasks. ANG and AFRES personnel spend slightly more time computing or determining man-hour utilization information, while active duty personnel

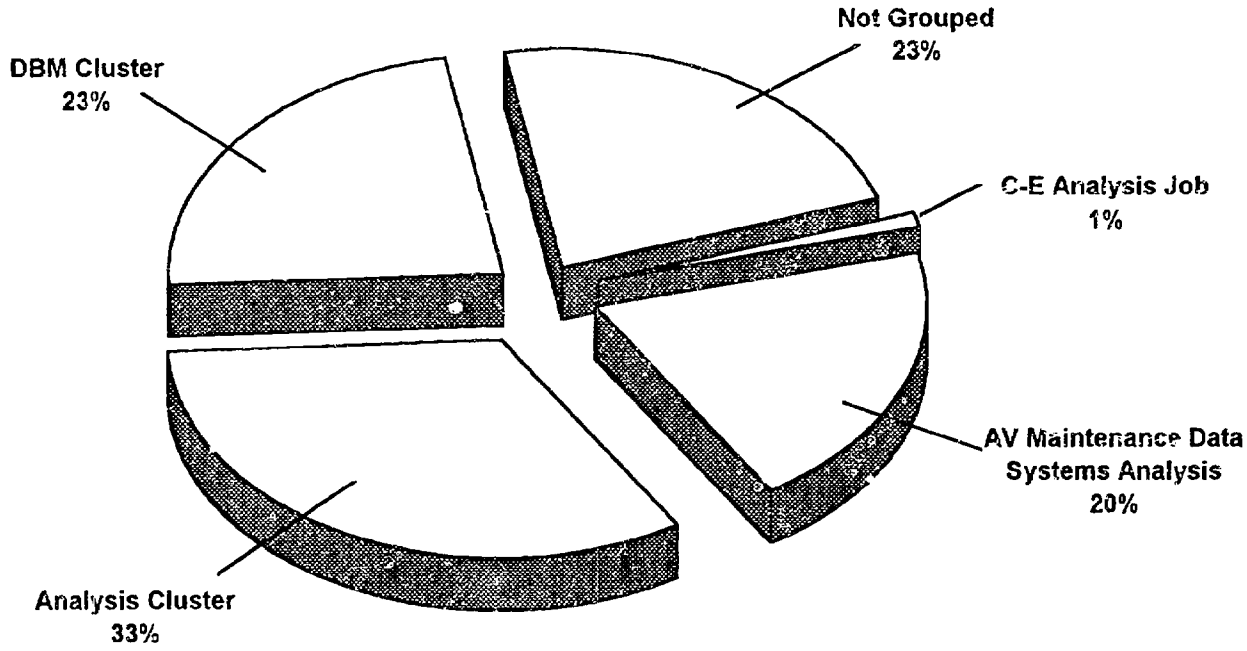
Not Grouped
23%
DBM Cluster
23%
C-E Analysis Job
1%
AV Maintenance Data
Systems Analysis
20%
Analysis Cluster
33%

FIGURE 2

TABLE 26

RELATIVE PERCENT OF TIME SPENT ACROSS DUTIES BY
FIRST-ENLISTMENT AFSC 2R0X1 PERSONNEL

DUTIES		PERCENT TIME SPENT (ACTIVE DUTY)	PERCENT TIME SPENT (ANG AND AFRES)
A	ORGANIZING AND PLANNING	2	2
B	DIRECTING AND IMPLEMENTING	3	4
C	INSPECTING AND EVALUATING	1	3
D	TRAINING	1	3
E	PERFORMING ADMINISTRATIVE AND SUPPLY FUNCTIONS	10	15
F	PERFORMING GENERAL CALCULATIONS AND ANALYSIS FUNCTIONS	49	36
G	PERFORMING COMMUNICATIONS- ELECTRONIC (C-E) FUNCTIONS	1	*
H	PERFORMING DATA BASE MANAGEMENT FUNCTIONS	28	34
I	PERFORMING SYSTEMS ANALYSIS AND DESIGN FUNCTIONS	4	3

* Denotes less than 1 percent

NOTE: Columns may not add to 100 percent due to rounding

spend more time calculating AV systems reliabilities or capabilities, or determining maintenance scheduling effectiveness. Tables 27 and 28 show typical tasks performed by both active duty and ANG and AFRES first-enlistment personnel; most of which deal with technical tasks, such as troubleshooting user problems, building or executing runstreams, or reviewing status rates, such as NMC, for developing trends or problems.

Training Emphasis (TE) and Task Difficulty (TD) Data

TE and TD data are secondary task factors that can help training development personnel decide which tasks to emphasize for entry-level training. These ratings, based on the judgments of senior career ladder NCOs at operational units, provide a rank ordering of those tasks considered important for first-enlistment airman training (TE) and a measure of the relative difficulty of those tasks (TD). When combined with data on the percentages of first-enlistment personnel performing tasks, comparisons can be made to determine if training adjustments are necessary. For example, tasks receiving high ratings on both task factors (TE and TD), accompanied by moderate to high percentages performing, may warrant resident training. Those tasks receiving high task factor ratings, but low percentages performing, may be more appropriately planned for OJT programs within the career ladder. Low task factor ratings may highlight tasks best omitted from training for first-enlistment personnel. These decisions must be weighed against percentages of personnel performing the tasks, command concerns, and criticality of the tasks.

To assist training development personnel, AFOMS developed a computer program that uses these task factors and the percentage of first-enlistment personnel performing tasks to produce Automated Training Indicators (ATI). ATI correspond to training decisions listed and defined in the Training Decision Logic Table found in Attachment 1, ATCR 52-22. ATI allows training developers to quickly focus attention on those tasks which are most likely to qualify for ABR course consideration.

Tasks having the highest TE ratings are listed in Table 29. Included for each task are the percentage of first-job and first-enlistment personnel performing and the TD rating. As illustrated in Table 29, tasks with the highest TE ratings deal with correcting data-base errors, developing retrievals using QLPs, and troubleshooting user problems.

Table 30 lists the tasks having the highest TD ratings. The percentage of first-enlistment, first-job, 5-, and 7-skill level personnel performing, and TE rating are also included for each task. Most tasks with high TD ratings are highly technical systems analysis and design tasks performed by quite low percentages of first-job, first-enlistment, 5-, and 7-skill level members, and have low TE ratings. Some technical tasks with high TD ratings also have high TE ratings and are performed by high percentages of survey respondents. These tasks include correcting data-base errors; troubleshooting, analyzing, or evaluating user system problems; conducting special studies; and developing retrievals using QLPs.

TABLE 27

REPRESENTATIVE TASKS PERFORMED BY
FIRST-ENLISTMENT ACTIVE DUTY 2R0X1 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING 2R0X1 (N=59)
E112	OPERATE MICROCOMPUTERS	54
F126	CALCULATE PERCENTILES	53
E100	DISTRIBUTE REPORTS	51
H253	OPEN OR CLOSE REMOTE DEVICES	51
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	49
F179	REVIEW STATUS RATES, SUCH AS NOT MISSION CAPABLE (NMC), FOR DEVELOPING TRENDS OR PROBLEMS	47
F124	CALCULATE MISSION DEVIATION RATES	46
H218	BUILD OR EXECUTE RUNSTREAMS	46
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	44
F181	VALIDATE DAILY DATA INPUTS TO CORE AUTOMATED MAINTENANCE SYSTEM (CAMS)	41
F145	COMPUTE OR DETERMINE MAINTENANCE SCHEDULING EFFECTIVENESS	39
H252	NOTIFY SYSTEM USERS OF STATUS OF UNSCHEDULED DOWNTIME FOR SYSTEMS	39
F134	COMPILE PILOT REPORTED DISCREPANCIES (PRDS) DATA	37
H264	TROUBLESHOOT USER PROBLEMS	37
F135	COMPUTE AEROSPACE VEHICLE SCHEDULING EFFECTIVENESS DATA	34
H263	TROUBLESHOOT DATABASE ERRORS	34
F148	CONDUCT SPECIAL STUDIES	34
F167	GATHER OPERATIONAL DATA, SUCH AS FLYING HOURS, FROM OTHER AGENCIES	32
F162	EXTRACT DATA FROM DELAYED DISCREPANCY MAINTENANCE REPORTS	32
F165	EXTRACT OR EVALUATE HIGH SYSTEM OR COMPONENT FAILURE DATA	32
H250	MONITOR SYSTEM OPERATIONS	32
H240	INSTRUCT SYSTEM USERS ON SYSTEM CHANGES OR PROBLEMS, SUCH AS EXTENDED DOWNTIME PROCEDURES	32
H224	COORDINATE SYSTEM HARDWARE PROBLEMS OR REPAIRS WITH DPC OR USERS	32
H217	ANALYZE OUTPUTS FROM SYSTEM PERFORMANCE REPORTS	32
H220	COORDINATE COMPUTER TIMES WITH DATA PROCESSING CENTER (DPC)	32
H243	LOAD OR MAINTAIN TRIC SECURITY FOR WORKCENTERS	32
H223	COORDINATE RECOVERY PROCEDURES WITH DPC AND USERS	32
F 173	PREPARE WRITTEN NARRATIVES ON AEROSPACE VEHICLE MAINTENANCE SUMMARIES	31
E101	FILE CORRESPONDENCE	31
H227	CORRECT DATABASE ERRORS	31

TABLE 28

REPRESENTATIVE TASKS PERFORMED BY
FIRST-ENLISTMENT ANG & AFRES 2R0X1 PERSONNEL

TASKS		PERCENT MEMBERS PERFORMING 2R0X1 (N=22)
E101	FILE CORRESPONDENCE	68
H252	NOTIFY SYSTEM USERS OF STATUS OF UNSCHEDULED DOWNTIME FOR SYSTEMS	68
F146	COMPUTE OR DETERMINE MAN-HOUR UTILIZATION FACTORS	68
F136	COMPUTE BASE OR UNIT REPAIR CAPABILITIES	68
F175	REVIEW AEROSPACE VEHICLE MAN-HOUR UTILIZATION REPORTS FOR ACCURACY	68
H264	TROUBLESHOOT USER PROBLEMS	64
H218	BUILD OR EXECUTE RUNSTREAMS	64
F164	EXTRACT OR EVALUATE HIGH MAN-HOUR CONSUMER DATA	64
F165	EXTRACT OR EVALUATE HIGH SYSTEM OR COMPONENT FAILURE DATA	64
H240	INSTRUCT SYSTEM USERS ON SYSTEM CHANGES OR PROBLEMS, SUCH AS EXTENDED DOWNTIMF PROCEDURES	64
F132	COMPILE END-ITEM EQUIPMENT DOWNTIME AND WORK UNIT CODE DATA	64
F145	COMPUTE OR DETERMINE MAINTENANCE SCHEDULING EFFECTIVENESS	64
F179	REVIEW STATUS RATES, SUCH AS NOT MISSION CAPABLE (NMC), FOR DEVELOPING TRENDS OR PROBLEMS	64
H224	COORDINATE SYSTEM HARDWARE PROBLEMS OR REPAIRS WITH DPC OR USERS	59
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	59
H227	CORRECT DATABASE ERRORS	59
H236	EXTRACT INFORMATION FROM JDD DATA	59
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	59
H217	ANALYZE OUTPUTS FROM SYSTEM PERFORMANCE REPORTS	59
F174	REVIEW AEROSPACE VEHICLE EQUIPMENT UTILIZATION REPORTS FOR ACCURACY	59

TABLE 29

AFSC 2R0X1 TASKS WITH HIGHEST TRAINING EMPHASIS RATINGS

TASKS		TNG EMP	PERCENT MEMBERS PERFORMING 1ST JOB	1ST ENL	TASK DIFF
H227	CORRECT DATABASE ERRORS	7.52	18	39	7.37
H231	DEVELOP RETRIEVALS USING QUERY LANGUAGE PROCESSORS (QLPs)	7.17	21	34	6.44
H264	TROUBLESHOOT USER PROBLEMS	7.10	29	45	6.57
E112	OPERATE MICROCOMPUTERS	7.10	50	62	4.90
H218	BUILD OR EXECUTE RUNSTREAMS	7.00	32	51	4.85
H263	TROUBLESHOOT DATABASE ERRORS	6.83	29	41	7.27
H257	PERFORM DELETE HISTORY PROCEDURES	6.26	11	27	5.07
H241	INTERFACE MICROCOMPUTERS WITH MAINFRAMES	6.19	18	32	5.37
F148	CONDUCT SPECIAL STUDIES	6.17	21	39	6.65
H229	DEVELOP RETRIEVALS USING INTERACTIVE PROCESSING FACILITIES (IPFs)	6.10	14	16	6.50
F179	REVIEW STATUS RATES, SUCH AS NOT MISSION CAPABLE (NMC), FOR DEVELOPING TRENDS OR PROBLEMS	5.81	61	52	5.15
H254	PERFORM AREA, SET, OR CALC VERIFICATIONS	5.74	18	27	5.80
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	5.67	46	52	4.52
H236	EXTRACT DEFENSE DATA NETWORK (DDN) SYSTEM-TO-SYSTEM NETWORKS	5.64	11	23	5.68
H239	INITIATE, PREPARE, OR REVIEW DIFFICULTY REPORTS (DIREPs)	5.57	7	26	5.26
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	5.45	46	49	5.00
H219	BUILD OR UPDATE FILES MAINTENANCE CONTROL RECORDS, SUCH AS SYSTEM, UNITS OR USER RECORDS	5.45	11	26	5.51
F124	CALCULATE MISSION DEVIATION RATES	5.40	50	46	4.98
E109	MAINTAIN MICROCOMPUTERS	5.33	25	32	4.54
H250	MONITOR SYSTEM OPERATIONS	5.29	25	38	4.68

TE MEAN = 2.61 S.D. = 1.70 (High = 4.31)
TD MEAN = 5.00 S.D. = 1.00

TABLE 29 (CONTINUED)

DAFSC 2R0X1 TASKS WITH HIGHEST TRAINING EMPHASIS RATINGS

TASKS		TNG EMP	PERCENT MEMBERS PERFORMING 1ST JOB	1ST ENL	TASK DIFF
H242	LOAD OR MAINTAIN TRANSACTION IDENTIFICATION CODE (TRIC)SECURITY FOR INDIVIDUALS	5.24	25	38	4.68
H238	INITIATE, PREPARE, OR REVIEW COMMUNICATIONS-COMPUTER SYSTEMS REQUIREMENT DOCUMENTS (CSRDs)	5.21	11	21	5.26
H226	COORDINATE WITH SUBSYSTEM FUNCTIONAL MANAGERS TO ENSURE SYSTEM MANAGEMENT INTEGRITY	5.17	11	22	5.14
H253	OPEN OR CLOSE REMOTE DEVICES	5.07	36	55	2.22
H223	COORDINATE RECOVERY PROCEDURES WITH DPC AND USERS	5.05	14	29	5.33
H248	MAINTAIN SYSTEMS ADVISORY NOTICE (SAN) FILES	5.05	14	32	3.41
H255	PERFORM DAILY DATABASE SAVES	5.02	7	18	3.91
F140	COMPUTE OR DETERMINE AEROSPACE VEHICLE EQUIPMENT CAPABILITIES	5.02	25	32	5.36
H224	COORDINATE SYSTEM HARDWARE PROBLEMS OR REPAIRS WITH DPC OR USERS	5.02	25	40	5.02
H230	DEVELOP RETRIEVALS USING INTERACTIVE QUERY UTILITIES (IQUs)	5.02	11	7	7.01

TE MEAN = 2.92 S.D. = 1.79 (High = 4.71)
TD MEAN = 5.00 S.D. = 1.00

TABLE 30

SAMPLE OF DAFSC 2R0X1 TASKS WITH HIGHEST TASK DIFFICULTY RATINGS

TASKS		TASK DIFF	PERCENT MEMBERS PERFORMING 1ST JOB	1ST ENL	2R501	2R071	TNG EMP
I271	DESIGN OR WRITE PROGRAMS FOR CAMS	7.76	4	4	3	5	3.26
I272	DESIGN OR WRITE PROGRAMS FOR SYSTEMS OTHER THAN CAMS	7.62	14	11	8	15	2.38
I275	DEVELOP EQUIPMENT SPECIFICATIONS FOR SYSTEMS	7.54	4	5	4	6	1.40
H227	CORRECT DATABASE ERRORS	7.37	18	39	44	50	7.52
H263	TROUBLESHOOT DATABASE ERRORS	7.27	29	41	43	49	6.83
I280	EDIT OR TEST PROGRAMS IN SYSTEMS OTHER THAN CAMS	7.13	4	6	6	12	1.67
I274	DEVELOP DECISION LOGIC TABLES OR FLOW CHARTS FOR SYSTEMS STUDIES	7.05	7	4	3	4	2.05
H230	DEVELOP RETRIEVALS USING INTERACTIVE QUERY UTILITIES (IQUs)	7.01	11	7	8	9	5.02
I279	EDIT OR TEST PROGRAMS IN CAMS OR FLOW	7.00	0	7	8	8	2.52
I282	EVALUATE ECONOMIC FEASIBILITY OF IMPLEMENTING AUTOMATED SYSTEMS OR SYSTEM REVISIONS	6.99	0	1	2	4	1.38
H232	DEVELOP RETRIEVALS USING VARIABLE INFORMATION RETRIEVAL PROGRAMS (VIRSP)	6.69	0	4	3	7	3.55
I288	TROUBLESHOOT, ANALYZE, OR EVALUATE USER SYSTEM PROBLEMS	6.88	21	30	30	37	4.00
I273	DETERMINE FILE SIZE REQUIREMENTS	6.76	4	6	3	5	1.90
I267	BUILD OR UPDATE CENTRAL COMPUTER TABLES	6.75	4	7	5	4	2.02
I268	CONDUCT SYSTEMS STUDIES	6.73	4	12	11	17	2.64
F148	CONDUCT SPECIAL STUDIES	6.65	21	39	46	53	6.17
H264	TROUBLESHOOT USER PROBLEMS	6.57	29	45	54	59	7.10
H231	DEVELOP RETRIEVALS USING QUERY LANGUAGE PROCESSORS (QLPs)	6.44	21	34	38	43	7.17

TD MEAN = 5.00 S.D. = 1.00
TE MEAN = 2.61 S.D. = 1.70 (HIGH = 4.31)

Various lists of tasks, accompanied by TE and TD ratings, are contained in the TRAINING EXTRACT package and should be reviewed in detail by technical school personnel. For a more detailed explanation of TE and TD ratings, see Task Factor Administration in the **SURVEY METHODOLOGY** section of this report.

Specialty Training Standard (STS)

Two SMEs, temporarily assigned to AFOMS to rewrite the Specialty Knowledge Tests, matched JI tasks to sections and subsections of the Maintenance Data Systems Analysis STS and to the ABR39130 POI. Listings of the STS and POI were then produced, showing tasks matched, percent members performing the tasks, and TE and TE ratings for each matched task. These listings are included in the Training Extract sent to the school for review. Criteria set forth in ATCR 52-1 and ATCR 52-22, paragraph 3, were used to review the relevance of each STS element that had inventory tasks matched to it. Any element with matched tasks performed by 20 percent or more first-job, first-enlistment, 5-, or 7-skill level members is considered to be supported and should be part of the STS.

AFSC 2R0X1 STS

Paragraphs 1 through 6 deal with general topics of security, supervision, training, technical publications, and maintenance management. Because paragraphs 1 through 6 deal with general topics, they were not reviewed. Paragraphs 7 through 10 cover the common aspects of the career ladder. These paragraphs include 60 individual items, 54 of which have tasks matched.

Using criteria contained in AFI 36-2623 and percentages of first-job, first enlistment, 5-, and 7-skill level 2R0X1 members performing matched tasks, all but three items are supported by survey data. These three unmatched items, with accompanying survey data, are listed in Table 31.

Two of the three STS items in paragraph 13, deal with statistical methods of data analysis, specifically, correlating relevant comparative data (13a), and conducting time series analysis (13b). Tasks matched to these paragraphs do not have high percent members performing, but have mid to high TE and TD ratings.

There are a few technical tasks performed by more than 20 percent of all respondents that are not matched to STS elements (see Table 32). These tasks deal with directing development or maintenance of status boards, graphs, or charts; drafting correspondence; and troubleshooting, analyzing, or evaluating user system problems. Training personnel and SMEs should consider these and other unreferenced tasks to assure proper training is available.

TABLE 31

EXAMPLES OF STS ITEMS NOT SUPPORTED BY OSR DATA

STS REFERENCE/TASKS	3-LVL COURSE PROF CODE	TNG EMP	PERCENT MEMBERS PERFORMING: TOTAL 1ST ENL (N=82)	TOTAL 5-SKILL LEVEL (N=286)	TOTAL 7-SKILL LEVEL (N=329)	TASK DIFF
11. DATA BASE MANAGEMENT						
11c(3) System for Tape Administration Reporting (STAR)						
H251 Monitor tapes using system for tape administration reporting (STAR) system	-	3.50	11	17	12	5.21
13. STATISTICAL METHODS OF DATA ANALYSIS						
13a . Correlate relevant comparative data						
F119 Calculate correlation coefficients using Spearman's rank order correlation method	-	2.57	4	5	12	5.97
13. STATISTICAL METHODS OF DATA ANALYSIS						
13b. Conduct time series analysis						
F158 Construct mean time and range charts	-	3.38	9	7	13	5.29

TD MEAN = 5.00 S.D. = 1.00
TE MEAN = 2.61 S.D. = 1.70 (HIGH = 4.31)

TABLE 32

TECHNICAL TASKS PERFORMED BY 20 PERCENT
OR MORE AFSC 2R0X1 GROUP MEMBERS AND NOT REFERENCED TO THE STS

TASKS		PERCENT MEMBERS PERFORMING TOTAL 1ST JOB (N=28)	TOTAL 1ST ENL (N=82)	TOTAL DAFSC 2R051 (N=286)	TOTAL DAFSC 2R071 (N=329)	TNG EMP	TASK DIFF
A3	DEVELOP ORGANIZATIONAL CHARTS	18	23	26	30	1.17	3.46
A7	ESTABLISH WORK PRIORITIES	14	20	30	63	2.67	4.50
B19	ADVISE MANAGEMENT ON EQUIPMENT MAINTENANCE OR UTILIZATION	25	29	34	62	3.00	4.95
B22	DEVELOP WORK METHODS OR PROCEDURES	14	22	41	60	3.38	5.00
B23	DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	18	29	40	53	3.14	3.95
B25	DRAFT CORRESPONDENCE	14	23	35	73	2.64	4.70
B33	INVENTORY EQUIPMENT, TOOLS, OR SUPPLIES	18	26	26	45	1.14	3.30
I288	TROUBLESHOOT, ANALYZE, OR EVALUATE USER SYSTEM PROBLEMS	21	30	30	37	4.00	6.88

TE MEAN = 2.61 S.D. = 1.70 (High = 4.31)
TD MEAN = 5.00 S.D. = 1.00

Plan of Instruction (POI)

JI tasks were matched to related learning objectives in POI C3ABR39130-002, dated 4 March 1992, with assistance from technical school SMEs and on-site SMEs TDY to AFOMS. The method employed was similar to that of the STS analysis. The data examined included percent members performing data for first-enlistment (1-48 months' TAFMS) personnel and TE and TD ratings. ATI ratings for each task were also used.

POI blocks, units of instruction, and learning objectives were compared to the standards set forth in Attachment 1, ATCR 52-22, dated 17 February 1989 (30 percent or more of the criterion first-job or first-enlistment group members performing tasks, along with sufficiently high TE and TD ratings on those tasks). By this guidance, learning objectives in the course which do not meet these criteria should be considered for elimination from the formal course, if not justified on some other acceptable basis.

Review of the tasks matched to the POI reveals that two of the matched learning objectives were not supported by OSR data. The first objective was from paragraph I 6b, Computer Security. The other objective was from paragraph VI 8, Maintenance Briefing. These two objectives, along with the accompanying JI task and survey data, may be found in Table 33.

Many technical tasks performed by over 30 percent of first-enlistment personnel were not matched to the POI. These tasks included calculating error rates of data, compiling end-item equipment downtime and work unit code data, and compiling PRDs data. A more complete list of these tasks, with survey data, appears in Table 34. In addition to many members performing these functions, several of these tasks are rated high in TE and TD. Training personnel and SMEs should review these and other unreferenced tasks to determine if training should be provided in the formal course.

JOB SATISFACTION ANALYSIS

An examination of job satisfaction indicators can give career ladder managers a better understanding of factors that may affect the job performance of career ladder airmen. Therefore, the survey booklet included questions about job interest, perceived utilization of talents and training, sense of accomplishment from work, and reenlistment intentions. The responses of the current survey sample were then analyzed by making several comparisons: (1) among TAFMS groups of both active duty and ANG and AFRES personnel, and a comparative sample of respondents from other Mission Support career fields recently surveyed; (2) between current and previous survey TAFMS groups, and (3) across those clusters and jobs identified in the SPECIALTY JOBS section of this report.

TABLE 33

EXAMPLES OF POI OBJECTIVES NOT SUPPORTED BY OSR DATA

POI OBJECTIVES/TASKS	TNG EMP*	PERCENT MEMBERS PERFORMING 1ST JOB (N=28)	PERCENT MEMBERS PERFORMING 1ST ENL (N=82)	ATI	TASK DIFF**
I. 6. COMPUTER SECURITY, DOCUMENTATION, AND RESPONSIBILITIES					
6b. Without reference materials, identify basic facts relating to automated Data Processing System documentation.					
H239 Initiate, prepare, or review difficulty reports (DIREPS)	5.57	7	26	11	5.26
E 99 Complete or maintain AF Forms 587 (ADPE Maintenance Record)	3.02	11	23	7	3.86
E106 Maintain AF Forms 3215 (Communications-Computer Systems Requirements Document)	3.88	14	26	7	3.21
E105 Maintain AF Forms 1815 (Difficulty Report (DIREP) Worksheet)	4.00	4	20	3	2.99
VI. 8. MAINTENANCE BRIEFING					
8A. Using the results of a previously completed written report, present a maintenance briefing.					
F171 Prepare or conduct briefings on aerospace vehicle maintenance performance	2.71	18	22	7	5.65
F172 Prepare or conduct briefings on projected aerospace vehicle capabilities	2.17	11	12	2.17	5.94

TE MEAN = 2.61 S.D. = 1.70 (High = 4.31)
TD MEAN = 5.00 S.D. = 1.00

TABLE 34

EXAMPLES OF TECHNICAL TASKS PERFORMED BY 30 PERCENT OR MORE
AFSC 2R0X1 GROUP MEMBERS AND NOT REFERENCED TO THE POI

TASKS		TNG EMP	1ST JOB (N=28)	1ST ENL (N=82)	ATI	TASK DIFF
F120	CALCULATE ERROR RATES OF DATA	4.14	25	30	15	4.66
F132	COMPILE END-ITEM EQUIPMENT DOWNTIME AND WORK UNIT CODE DATA	4.05	32	34	15	5.02
F134	COMPILE PILOT REPORTED DISCREPANCIES (PRDs) DATA	4.12	50	39	15	4.34
F167	GATHER OPERATIONAL DATA, SUCH AS FLYING HOURS, FROM OTHER AGENCIES	4.31	32	38	15	4.01
F180	VALIDATE CANNIBALIZATION REPORTING PROCEDURES	3.90	36	34	15	4.71
H217	ANALYZE OUTPUTS FROM SYSTEM PERFORMANCE REPORTS	3.95	25	39	15	4.88
H222	COORDINATE OPERATION OR SCHEDULING OF REMOTE LINE PRINTERS WITH USERS	3.50	21	33	15	3.67
H240	INSTRUCT SYSTEM USERS ON SYSTEM CHANGES OR PROBLEMS, SUCH AS EXTENDED DOWNTIME PROCEDURES	4.07	29	41	15	4.26
I288	TROUBLESHOOT, ANALYZE, OR EVALUATE USER SYSTEM PROBLEMS	4.00	21	30	15	6.88
E109	MAINTAIN MICROCOMPUTERS	5.33	25	32	12	4.54
F135	COMPUTE AEROSPACE VEHICLE SCHEDULING EFFECTIVENESS DATA	4.71	39	39	12	4.40
F136	COMPUTE BASE OR UNIT REPAIR CAPABILITIES	4.68	25	32	12	4.69
F140	COMPUTE OR DETERMINE AEROSPACE VEHICLE EQUIPMENT CAPABILITIES	5.02	25	32	12	5.36
F148	CONDUCT SPECIAL STUDIES	6.17	21	39	12	6.65
H224	COORDINATE SYSTEM HARDWARE PROBLEMS OR REPAIRS WITH DPC OR USERS	5.02	25	40	12	5.02
H227	CORRECT DATABASE ERRORS	7.52	18	39	12	6.65
H242	LOAD OR MAINTAIN TRANSACTION IDENTIFICATION CODE (TRIC) SECURITY FOR INDIVIDUALS	5.24	25	40	12	5.02
H243	LOAD OR MAINTAIN TRIC SECURITY FOR WORKCENTERS	4.83	21	37	12	4.63
H248	MAINTAIN SYSTEMS ADVISORY NOTICE (SAN) FILES	5.05	14	32	12	3.41
H250	MONITOR SYSTEM OPERATIONS	5.29	25	37	12	4.72
H264	TROUBLESHOOT USER PROBLEMS	7.10	29	45	12	6.54

TE MEAN = 2.61 S.D. = 1.70 (High = 4.31)
TD MEAN = 5.00 S.D. = 1.00

Tables 35 and 36 compare first-enlistment (1-48 months TAFMS), second-enlistment (49-96 months TAFMS), and career (97+ months FMS) group data to corresponding enlistment groups from other Mission Support AFSCs surveyed during the previous calendar year. These data give a relative measure of how the job satisfaction of AFSC 2R0X1 personnel compares with similar Air Force specialties. Active duty Maintenance Data Systems Analysis personnel (Table 35) reported generally more positive job satisfaction than members of the comparative sample. Overall, satisfaction for all three TAFMS groups is positive, except in the area of reenlistment intentions. ANG and AFRES personnel also showed a more positive sense of job satisfaction than members of the comparative sample. It should be noted, however, that there are no current ANG and AFRES comparable samples, so active duty data were used. Satisfaction ratings by ANG and AFRES were similar to the active duty respondents and show a relatively positive satisfaction rating, and even more positive in reenlistment intentions than active duty personnel. The percentages of positive responses in these comparisons reflect a career ladder where personnel appear to be generally satisfied with their jobs.

An indication of changes in job satisfaction perceptions within the career ladder is provided in Table 37, which presents TAFMS group data for 1994 survey respondents and data from respondents to the last OSR of the career ladder in 1987 (AFSC 391X0). Generally, perceptions of job satisfaction have remained constant for all TAFMS groups when compared to the AFSC 2R0X1 sample. First-enlistment personnel are slightly less positive in job interest, but more positive in perceived use of talents. Overall, job satisfaction has remained stable within the career ladder.

Table 38 presents job satisfaction data for active duty members with the major jobs identified in the career ladder structure for AFSC 2R0X1. An examination of these data may reveal indications of concern to functional managers. Job satisfaction indicators for the specialty job groups suggest that members of the Analysis cluster are most satisfied, although not as positive in their reenlistment intentions.. Incumbents in the C-E Analysis job reported the least positive sense of accomplishment and interest in their job, but were generally more positive in responses to perceived use of talents and training, as well as reenlistment intentions. Table 39 presents job satisfaction data for ANG and AFRES members with the major jobs identified in the career ladder structure. Incumbents in the NCOIC Analysis/Training job of the Supervisory Management cluster are the least positive in their responses to job interest, perceived use of talents, perceived use of training and reenlistment intentions. Incumbents in the Analysis cluster and DBM job were the most positive.

IMPLICATIONS

As explained in the **INTRODUCTION**, this survey was conducted primarily to provide training personnel with current information on the Maintenance Data System Analysis career ladder for use in reviewing current training programs and training documents. Data compiled from this survey support the current structure of the AFSC 2R0X1 career ladder. The present

TABLE 35

COMPARISON OF JOB SATISFACTION INDICATORS FOR
CURRENT ACTIVE DUTY TAFMS GROUPS TO A COMPARATIVE SAMPLE
(PERCENT MEMBERS RESPONDING)

	1-48 MONTHS TAFMS		49-96 MONTHS TAFMS		97+ MONTHS TAFMS	
	2R0X1 (N=59)	COMP SAMPLE (N=3,169)	2R0X1 (N=117)	COMP SAMPLE (N=2,215)	2R0X1 (N=318)	COMP SAMPLE (N=3,431)
EXPRESSED JOB INTEREST:						
INTERESTING	64	51	80	56	80	70
SO-SO	24	19	15	18	14	15
DULL	12	30	5	26	7	15
PERCEIVED USE OF TALENTS:						
FAIRLY WELL TO PERFECT	88	60	88	66	85	77
NONE TO VERY LITTLE	12	40	12	34	15	23
PERCEIVED USE OF TRAINING:						
FAIRLY WELL TO PERFECT	83	78	80	76	70	77
NONE TO VERY LITTLE	17	22	20	24	30	23
SENSE OF ACCOMPLISHMENT FROM JOB:						
SATISFIED	75	50	80	54	74	65
NEUTRAL	10	17	10	14	9	11
DISSATISFIED	15	33	10	31	17	24
REENLISTMENT INTENTIONS:						
YES OR PROBABLY YES	59	47	78	63	65	71
NO OR PROBABLY NO	41	53	22	36	9	10
WILL RETIRE	0	0	0	1	26	18

* Comparative sample includes 1992 survey data from AFSCs 121X0, 231X1, 251X0, 566X2, and 811X0/811X2/811X2A

TABLE 36

COMPARISON OF JOB SATISFACTION INDICATORS FOR CURRENT ANG AND AFRES TAFMS GROUPS TO A COMPARATIVE SAMPLE (PERCENT MEMBERS RESPONDING)

	1-48 MONTHS TAFMS		49-96 MONTHS TAFMS		97+ MONTHS TAFMS	
	2R0X1 (N=22)	COMP SAMPLE (N=3,169)	2R0X1 (N=43)	COMP SAMPLE (N=2,215)	2R0X1 (N=118)	COMP SAMPLE (N=3,431)
EXPRESSED JOB INTEREST:						
INTERESTING	77	51	86	56	84	70
SO-SO	18	19	9	18	9	15
DULL	5	30	5	26	7	15
PERCEIVED USE OF TALENTS:						
FAIRLY WELL TO PERFECT	91	60	89	66	89	77
NONE TO VERY LITTLE	9	40	11	34	11	23
PERCEIVED USE OF TRAINING:						
FAIRLY WELL TO PERFECT	73	78	84	76	74	77
NONE TO VERY LITTLE	27	22	16	24	26	23
SENSE OF ACCOMPLISHMENT FROM JOB:						
SATISFIED	68	50	77	54	75	65
NEUTRAL	23	17	11	14	10	11
DISSATISFIED	9	33	12	31	15	24
REENLISTMENT INTENTIONS:						
YES OR PROBABLY YES	86	47	91	63	86	71
NO OR PROBABLY NO	14	53	9	36	8	10
WILL RETIRE	0	0	0	1	7	18

* Comparative sample includes 1992 survey data from AFSCs 121X0, 231X1, 251X0, 566X2, and 811X0/811X2/811X2A

TABLE 37

COMPARISON OF JOB SATISFACTION INDICATORS FOR
CURRENT TOTAL TAFMS GROUPS SURVEY TO 1987 391X0 SURVEY
(PERCENT MEMBERS RESPONDING)

	1-48 MONTHS TAFMS		49-96 MONTHS TAFMS		97+ MONTHS TAFMS	
	2R0X1 (N=22)	COMP SAMPLE (N=3,169)	2R0X1 (N=43)	COMP SAMPLE (N=2,215)	2R0X1 (N=118)	COMP SAMPLE (N=3,431)
EXPRESSED JOB INTEREST:						
INTERESTING	68	70	82	70	81	72
SO-SO	22	20	13	18	13	16
DULL	10	10	5	10	7	11
PERCEIVED USE OF TALENTS:						
FAIRLY WELL TO PERFECT	89	62	88	83	87	80
NONE TO VERY LITTLE	11	36	12	17	13	20
PERCEIVED USE OF TRAINING:						
FAIRLY WELL TO PERFECT	80	80	80	79	72	76
NONE TO VERY LITTLE	20	20	20	21	28	24
SENSE OF ACCOMPLISHMENT FROM JOB:						
SATISFIED	75	-	80	-	74	-
NEUTRAL	10	-	9	-	9	-
DISSATISFIED	15	-	10	-	17	-
REENLISTMENT INTENTIONS:						
YES OR PROBABLY YES	73	*	79	*	74	26
NO OR PROBABLY NO	14	64	10	71	9	
WILL RETIRE	13	34	11	27	16	10

* Denotes less than 1 percent
\- Data not reported in previous survey report

TABLE 38

JOB SATISFACTION INDICATORS FOR ACTIVE DUTY AFSC 2R0X1 JOBS
(PERCENT MEMBERS RESPONDING)

	VEHICLE AV MAINT DATA ANALYSIS JOB (N=96)	**ANALYSIS CLUSTER (N=115)**	GENERAL ANALYSIS JOB (N=9)	ANALYSIS NCOIC JOB (N=56)	ANALYSIS AND DBM JOB (N=50)	**C-E ANALYSIS JOB (N=7)**
EXPRESSED JOB INTEREST:						
INTERESTING	69	90	100	90	88	42
SO-SO	22	7	0	5	12	29
DULL	9	3	0	5	0	29
PERCEIVED USE OF TALENTS:						
FAIRLY WELL TO PERFECT	83	94	89	93	94	72
NONE TO VERY LITTLE	16	6	11	7	6	29
PERCEIVED USE OF TRAINING:						
FAIRLY WELL TO PERFECT	84	93	89	93	94	72
NONE TO VERY LITTLE	16	7	11	7	6	28
SENSE OF ACCOMPLISHMENT FROM JOB:						
SATISFIED	77	76	67	79	74	57
NEUTRAL	11	8	11	2	14	14
DISSATISFIED	11	17	22	20	12	29
REENLISTMENT INTENTIONS:						
YES OR PROBABLY YES	68	59	56	54	66	71
NO OR PROBABLY NO	25	7	11	7	6	0
WILL RETIRE	7	34	33	39	28	29

TABLE 38 (CONTINUED)

JOB SATISFACTION INDICATORS FOR ACTIVE DUTY AFSC 2R0X1 JOBS
(PERCENT MEMBERS RESPONDING)

	SUPERVISORY MANAGEMENT CLUSTER (N=37)	NCOIC ANALYSIS/TNG JOB (N=10)	SUPERIN-TENDENT JOB (N=20)	DATABASE MANAGEMENT CLUSTER (N=124)	DATABASE MANAGEMENT JOB (N=123)	SYSTEMS ANALYSIS AND DESIGN (N=9)
EXPRESSED JOB INTEREST:						
INTERESTING	73	70	80	85	85	89
SO-SO	14	20	5	11	11	11
DULL	14	10	15	4	4	0
PERCEIVED USE OF TALENTS:						
FAIRLY WELL TO PERFECT	81	90	80	91	91	67
NONE TO VERY LITTLE	19	10	20	9	9	33
PERCEIVED USE OF TRAINING:						
FAIRLY WELL TO PERFECT	68	60	70	82	81	89
NONE TO VERY LITTLE	32	40	30	18	19	11
SENSE OF ACCOMPLISHMENT FROM JOB:						
SATISFIED	65	70	65	81	81	89
NEUTRAL	14	20	15	8	8	11
DISSATISFIED	22	10	20	10	11	0
REENLISTMENT INTENTIONS:						
YES OR PROBABLY YES	65	70	65	74	75	56
NO OR PROBABLY NO	11	10	10	16	15	11
WILL RETIRE	24	20	25	10	10	33

TABLE 39
JOB SATISFACTION INDICATORS FOR ACTIVE DUTY AFSC 2R0X1 JOBS
(PERCENT MEMBERS RESPONDING)

	VEHICLE AV MAINT DATA ANALYSIS JOB (N=96)	**ANALYSIS CLUSTER (N=115)**	GENERAL ANALYSIS JOB (N=9)	ANALYSIS NCOIC JOB (N=56)	ANALYSIS & DBM JOB (N=50)	**C-E ANALYSIS JOB (N=7)**
EXPRESSED JOB INTEREST:						
INTERESTING	69	90	100	90	88	42
SO-SO	22	7	0	5	12	29
DULL	9	3	0	5	0	29
PERCEIVED USE OF TALENTS:						
FAIRLY WELL TO PERFECT	83	94	89	93	94	72
NONE TO VERY LITTLE	16	6	11	7	6	29
PERCEIVED USE OF TRAINING:						
FAIRLY WELL TO PERFECT	84	93	89	93	94	72
NONE TO VERY LITTLE	16	7	11	7	6	28
SENSE OF ACCOMPLISHMENT FROM JOB:						
SATISFIED	57	79	67	63	81	100
NEUTRAL	26	7	0	25	6	0
DISSATISFIED	17	14	33	13	13	0
REENLISTMENT INTENTIONS:						
YES OR PROBABLY YES	83	92	100	100	90	100
NO OR PROBABLY NO	13	4	0	0	5	0
WILL RETIRE	4	4	0	0	5	0

TABLE 39 (CONTINUED)

JOB SATISFACTION INDICATORS FOR ANG AND AFRES AFSC 2R0X1 JOBS
(PERCENT MEMBERS RESPONDING)

	SUPERVISORY MANAGEMENT CLUSTER (N=3)	NCOIC ANALYSIS/ TRAINING (N=1)	SUPERIN-TENDENT JOB (N=0)	**DATA BASE MANAGEMENT CLUSTER** (N=23)	DATA BASE MANAGEMENT JOB (N=14)	SYSTEMS ANALYSIS AND DESIGN (N=18)
EXPRESSED JOB INTEREST:						
INTERESTING	33	0	-	87	79	94
SO-SO	33	100	-	9	14	6
DULL	33	0	-	4	7	0
PERCEIVED USE OF TALENTS:						
FAIRLY WELL TO PERFECT	67	0	-	87	93	89
NONE TO VERY LITTLE	33	100	-	13	7	11
PERCEIVED USE OF TRAINING:						
FAIRLY WELL TO PERFECT	67	0	-	48	64	56
NONE TO VERY LITTLE	26	100	-	52	36	44
SENSE OF ACCOMPLISHMENT FROM JOB:						
SATISFIED	67	0	-	83	86	83
NEUTRAL	33	100	-	13	7	17
DISSATISFIED	0	0	-	4	7	0
REENLISTMENT INTENTIONS:						
YES OR PROBABLY YES	0	0	-	96	93	78
NO OR PROBABLY NO	72	100	-	4	7	6
WILL RETIRE	33	0	-	0	0	17

classification structure, as described by the AFMAN 36-2108 Specialty Descriptions, accurately portrays the jobs in this study, although there may be a need to address the special issues concerning the C-E Analysis job.

Analysis of career ladder documents indicate both the STS and POI contain a few unsupported paragraphs and learning objectives. A few of the unsupported areas in both documents are directly related (CEMs and reconciliation procedures) and should be reviewed to determine if their inclusion in future revisions of these documents is warranted.

Although the Maintenance Data Systems Analysis career ladder is characterized by distinct divisions still evident from the merger of former Analysis personnel with Data Base Management personnel, no serious job satisfaction problems appear to exist within this specialty. Overall, job satisfaction responses were almost all higher than those of a comparative sample of similar Air Force personnel surveyed in 1992.

APPENDIX A

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TABLE A1

AEROSPACE VEHICLE (AV) MAINTENANCE DATA SYSTEMS ANALYSIS JOB

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS		PERCENT MEMBERS PERFORMING
F179	REVIEW STATUS RATES, SUCH AS NOT MISSION CAPABLE (NMC), FOR DEVELOPING TRENDS OR PROBLEMS	90
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	88
F135	COMPUTE AEROSPACE VEHICLE SCHEDULING EFFECTIVENESS DATA	85
F148	CONDUCT SPECIAL STUDIES	80
F126	CALCULATE PERCENTILES	78
F124	CALCULATE MISSION DEVIATION RATES	78
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	76
F145	COMPUTE OR DETERMINE MAINTENANCE SCHEDULING EFFECTIVENESS	73
E112	OPERATE MICROCOMPUTERS	72
F134	COMPILE PILOT REPORTED DISCREPANCIES (PRDs) DATA	71
F173	PREPARE WRITTEN NARRATIVES ON AEROSPACE VEHICLE MAINTENANCE SUMMARIES	70
F167	GATHER OPERATIONAL DATA, SUCH AS FLYING HOURS, FROM OTHER AGENCIES	69
F165	EXTRACT OR EVALUATE HIGH SYSTEM OR COMPONENT FAILURE DATA	61
F181	VALIDATE DAILY DATA INPUTS TO CORE MAINTENANCE SYSTEM (CAMS) AUTOMATED	59
B 23	DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	59
F162	EXTRACT DATA FROM DELAYED DISCREPANCY MAINTENANCE REPORTS	58
F131	COMPILE DATA FOR MAINTENANCE AWARDS, SUCH AS DAEDALIAN TROPHY OR MAINTENANCE EFFECTIVENESS	56
F180	VALIDATE CANNIBALIZATION REPORTING PROCEDURES	54
F158	EVALUATE AEROSPACE VEHICLE OR EQUIPMENT STATUS DATA	51
F132	COMPILE END-ITEM EQUIPMENT DOWNTIME AND WORK UNIT CODE DATA CAPABILITIES	50
F174	REVIEW AEROSPACE VEHICLE EQUIPMENT UTILIZATION REPORTS FOR ACCURACY	50
F136	COMPUTE BASE OR UNIT REPAIR CAPABILITIES	49
E100	DISTRIBUTE REPORTS	49

TABLE A2

ANALYSIS CLUSTER

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS		PERCENT MEMBERS PERFORMING
E112	OPERATE MICROCOMPUTERS	100
E109	MAINTAIN MICROCOMPUTERS	100
E110	MAINTAIN SOFTWARE LIBRARIES	100
B 33	INVENTORY EQUIPMENT, TOOLS, OR SUPPLIES	100
B 24	DIRECT MAINTENANCE OF ADMINISTRATIVE FILES	100
B 25	DRAFT CORRESPONDENCE	100
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	100
E103	FILE SCHEDULED MAINTENANCE REPORTS	100
F174	REVIEW AEROSPACE VEHICLE EQUIPMENT UTILIZATION REPORTS FOR ACCURACY	100
E101	FILE CORRESPONDENCE	100
B 22	DEVELOP WORK METHODS OR PROCEDURES	100
E100	DISTRIBUTE REPORTS	100
F 173	PREPARE WRITTEN NARRATIVES ON AEROSPACE VEHICLE MAINTENANCE SUMMARIES	100
E113	PERFORM SMALL COMPUTER MANAGER DUTIES	67
B 23	DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	67
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	67
A 11	PLAN SECURITY PROGRAMS	67
I288	TROUBLESHOOT, ANALYZE, OR EVALUATE USER SYSTEM PROBLEMS	67
H253	OPEN OR CLOSE REMOTE DEVICES	67
F124	CALCULATE MISSION DEVIATION RATES	67
F175	REVIEW AEROSPACE VEHICLE MAN-HOUR UTILIZATION REPORTS FOR ACCURACY	67
C 48	EVALUATE ADMINISTRATIVE FORMS, FILES, OR PROCEDURES	67
F126	CALCULATE PERCENTILES	67
C 60	EVALUATE SOURCE DOCUMENTS, OTHER THAN TOs	67
F139	COMPUTE MEAN TIME BETWEEN OCCURRENCES (MTBOs) OR MEAN TIME BETWEEN FAILURES (MTBF)	67
F138	COMPUTE MEAN TIME BETWEEN MAINTENANCE (MTBM)	67
F143	COMPUTE OR DETERMINE AEROSPACE VEHICLE MISSION EQUIPMENT AVAILABILITIES	67

TABLE A2a

ANALYSIS CLUSTER - GENERAL ANALYSIS JOB

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS		PERCENT MEMBERS PERFORMING
E112	OPERATE MICROCOMPUTERS	100
E109	MAINTAIN MICROCOMPUTERS	100
E113	PERFORM SMALL COMPUTER MANAGER DUTIES	83
B25	DRAFT CORRESPONDENCE	83
B23	DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS GRAPHS, OR CHARTS,	83
B33	INVENTORY EQUIPMENT, TOOLS, OR SUPPLIES	83
E106	MAINTAIN AF FORMS 3215 (COMMUNICATIONS-COMPUTER SYSTEMS REQUIREMENTS DOCUMENT)	83
B22	DEVELOP WORK METHODS OR PROCEDURES	83
F126	CALCULATE PERCENTILES	83
E116	REVIEW OR PREPARE AF FORMS 9 (REQUEST FOR PURCHASE)	83
B19	ADVISE MANAGEMENT ON EQUIPMENT MAINTENANCE OR UTILIZATION	83
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	83
E110	MAINTAIN SOFTWARE LIBRARIES	75
E101	FILE CORRESPONDENCE	75
F124	CALCULATE MISSION DEVIATION RATES	75
E107	MAINTAIN AUTOMATED DATA PROCESSING EQUIPMENT (ADPE) CUSTODY RECEIPT LISTINGS	67
A7	ESTABLISH WORK PRIORITIES	67
E115	PREPARE REQUISITIONS FOR SUPPLIES OR EQUIPMENT	67
A3	DEVELOP ORGANIZATIONAL CHARTS	67

TABLE A2b

ANALYSIS CLUSTER - ANALYSIS NCOIC JOB

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS		PERCENT MEMBERS PERFORMING
B25	DRAFT CORRESPONDENCE	98
B22	DEVELOP WORK METHODS OR PROCEDURES	92
F179	REVIEW STATUS RATES, SUCH AS NOT MISSION CAPABLE (NMC), FOR DEVELOPING TRENDS OR PROBLEMS	89
B23	DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	89
B21	COUNSEL SUBORDINATES ON PERSONAL OR MILITARY MATTERS	89
B32	INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	88
A7	ESTABLISH WORK PRIORITIES	88
B19	ADVISE MANAGEMENT ON EQUIPMENT MAINTENANCE OR UTILIZATION	86
C69	WRITE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS, OTHER THAN TRAINING REPORTS	85
C69	WRITE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS, OTHER THAN TRAINING REPORTS	85
C44	ANALYZE WORKLOAD REQUIREMENTS	85
A10	PLAN OR SCHEDULE WORK ASSIGNMENTS	83
F173	PREPARE WRITTEN NARRATIVES ON AEROSPACE VEHICLE MAINTENANCE SUMMARIES	83
F148	CONDUCT SPECIAL STUDIES	82
C67	PREPARE EPRs	82
E112	OPERATE MICROCOMPUTERS	79
B40	SUPERVISE MAINTENANCE DATA SYSTEMS ANALYSIS SPECIALISTS (AFSC 39150)	79
A13	PREPARE OR UPDATE LOCAL OPERATING INSTRUCTIONS	79
A1	ASSIGN PERSONNEL TO DUTY POSITIONS	77
A15	SCHEDULE LEAVES OR PASSES	77
F174	REVIEW AEROSPACE VEHICLE EQUIPMENT UTILIZATION REPORTS FOR ACCURACY	76
D91	PREPARE OR UPDATE TRAINING RECORDS	74
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	73
F165	EXTRACT OR EVALUATE HIGH SYSTEM OR COMPONENT FAILURE DATA	73

TABLE A2c

ANALYSIS CLUSTER - ANALYSIS / DATA BASE MANAGEMENT JOB

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS		PERCENT MEMBERS PERFORMING
E112	OPERATE MICROCOMPUTERS	99
H264	TROUBLESHOOT USER PROBLEMS	93
H240	INSTRUCT SYSTEM USERS ON SYSTEM CHANGES OR PROBLEMS, SUCH AS EXTENDED DOWNTIME PROCEDURES	93
H253	OPEN OR CLOSE REMOTE DEVICES	91
H252	NOTIFY SYSTEM USERS OF STATUS OF UNSCHEDULED DOWNTIME FOR SYSTEMS	91
H218	BUILD OR EXECUTE RUNSTREAMS	90
E109	MAINTAIN MICROCOMPUTERS	90
H216	ADVISE STAFF AGENCIES OR USERS ON AVAILABILITY OF PROGRAMS OR ROUTINES	87
H242	LOAD OR MAINTAIN TRANSACTION IDENTIFICATION CODE (TRIC) SECURITY FOR INDIVIDUALS	87
H236	EXTRACT INFORMATION FROM JDD DATA	85
H228	DETERMINE STATUS OF ASSIGNED ADPE EQUIPMENT	85
H224	COORDINATE SYSTEM HARDWARE PROBLEMS OR REPAIRS WITH DPC OR USERS	85
H243	LOAD OR MAINTAIN TRIC SECURITY FOR WORKCENTERS	84
B25	DRAFT CORRESPONDENCE	84
H263	TROUBLESHOOT DATABASE ERRORS	82
E106	MAINTAIN AF FORMS 3215 (COMMUNICATIONS-COMPUTER SYSTEMS REQUIREMENTS DOCUMENT)	82
E113	PERFORM SMALL COMPUTER MANAGER DUTIES	81
H227	CORRECT DATABASE ERRORS	81
F179	REVIEW STATUS RATES, SUCH AS NOT MISSION CAPABLE (NMC), FOR DEVELOPING TRENDS OR PROBLEMS	81
H248	MAINTAIN SYSTEMS ADVISORY NOTICE (SAN) FILES	81
H241	INTERFACE MICROCOMPUTERS WITH MAINFRAMES	79
F148	CONDUCT SPECIAL STUDIES	79
H231	DEVELOP RETRIEVALS USING QUERY LANGUAGE PROCESSORS (QLPs)	79
B19	ADVISE MANAGEMENT ON EQUIPMENT MAINTENANCE OR UTILIZATION	79
H239	INITIATE, PREPARE, OR REVIEW DIFFICULTY REPORTS (DIREPS)	79
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	78

TABLE A3

SUPERVISORY MANAGEMENT CLUSTER

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

	TASKS	PERCENT MEMBERS PERFORMING
B21	COUNSEL SUBORDINATES ON PERSONAL OR MILITARY MATTERS	90
C46	CONDUCT PERFORMANCE FEEDBACK WORKSHEET (PFW) SESSIONS	85
E112	OPERATE MICROCOMPUTERS	83
C67	PREPARE EPRs	83
A7	ESTABLISH WORK PRIORITIES	83
B40	SUPERVISE MAINTENANCE DATA SYSTEMS ANALYSIS SPECIALISTS (AFSC 39150)	71
B25	DRAFT CORRESPONDENCE	66
B32	INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	66
A10	PLAN OR SCHEDULE WORK ASSIGNMENTS	66
A1	ASSIGN PERSONNEL TO DUTY POSITIONS	63
D91	PREPARE OR UPDATE TRAINING RECORDS	59
B19	ADVISE MANAGEMENT ON EQUIPMENT MAINTENANCE OR UTILIZATION	56
B22	DEVELOP WORK METHODS OR PROCEDURES	56
D77	COUNSEL TRAINEES ON TRAINING PROGRESS OR PROBLEMS	54
B23	DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	51
A6	ESTABLISH REQUIREMENTS FOR SPACE, PERSONNEL EQUIPMENT, OR CHARTS	51
A5	ESTABLISH PERSONNEL PERFORMANCE STANDARDS	44
A13	PREPARE OR UPDATE LOCAL OPERATING INSTRUCTIONS	41
F126	CALCULATE PERCENTILES	29

TABLE A3a

SUPERVISORY MANAGEMENT CLUSTER -
NCOIC ANALYSIS/TRAINING JOB

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS		PERCENT MEMBERS PERFORMING
B40	SUPERVISE MAINTENANCE DATA SYSTEMS ANALYSIS SPECIALISTS (AFSC 39150)	100
A7	ESTABLISH WORK PRIORITIES	100
C46	CONDUCT PERFORMANCE FEEDBACK WORKSHEET (PFW) SESSION	100
E112	OPERATE MICROCOMPUTERS	92
D77	COUNSEL TRAINEES ON TRAINING PROGRESS OR PROBLEMS	92
B21	COUNSEL SUBORDINATES ON PERSONAL OR MILITARY MATTERS	92
F130	COMPILE DATA FOR AEROSPACE VEHICLE SUMMARIES	75
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	75
F124	CALCULATE MISSION DEVIATION RATES	75
D91	PREPARE OR UPDATE TRAINING RECORDS	75
D73	CONDUCT OJT	67
B22	DEVELOP WORK METHODS OR PROCEDURES	67
C67	PREPARE EPRs	67
B23	DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS OR CHARTS	67
F126	CALCULATE PERCENTILES	58
A10	PLAN OR SCHEDULE WORK ASSIGNMENTS	58
D78	DEMONSTRATE HOW TO LOCATE TECHNICAL INFORMATION	58
F179	REVIEW STATUS RATES, SUCH AS NOT MISSION CAPABLE (NMC), FOR DEVELOPING TRENDS OR PROBLEMS	50
B32	INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	50
F173	PREPARE WRITTEN NARRATIVES ON AEROSPACE VEHICLE MAINTENANCE SUMMARIES	50
F140	COMPUTE OR DETERMINE AEROSPACE VEHICLE EQUIPMENT CAPABILITIES	42
F148	CONDUCT SPECIAL STUDIES	42

TABLE A3b

SUPERVISORY MANAGEMENT CLUSTER - SUPERINTENDENT JOB

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS		PERCENT MEMBERS PERFORMING
B21	COUNSEL SUBORDINATES ON PERSONAL OR MILITARY MATTERS	100
C67	PREPARE EPRs	100
B25	DRAFT CORRESPONDENCE	90
E112	OPERATE MICROCOMPUTERS	85
B32	INTERPRET POLICIES, DIRECTIVE, OR PROCEDURES FOR SUBORDINATES	85
A7	ESTABLISH WORK PRIORITIES	85
C46	CONDUCT PERFORMANCE FEEDBACK WORKSHEET (PFW) SESSIONS	85
A6	ESTABLISH REQUIREMENTS FOR SPACE, PERSONNEL, EQUIPMENT, OR SUPPLIES	85
A10	PLAN OR SCHEDULE WORK ASSIGNMENTS	85
A15	SCHEDULE LEAVES OR PASSES	85
A1	ASSIGN PERSONNEL TO DUTY POSITIONS	85
A12	PREPARE JOB DESCRIPTIONS	75
B42	SUPERVISE MAINTENANCE DATA SYSTEMS ANALYSIS TECHNICIANS (AFSC 39170)	70
A13	PREPARE OR UPDATE LOCAL OPERATING INSTRUCTIONS	70
A2	ASSIGN SPONSORS FOR NEWLY ASSIGNED PERSONNEL	70
B19	ADVISE MANAGEMENT ON EQUIPMENT MAINTENANCE OR UTILIZATION	65
B22	DEVELOP WORK METHODS OR PROCEDURES	65
B24	DIRECT MAINTENANCE OF ADMINISTRATIVE FILES	65
A5	ESTABLISH PERSONNEL PERFORMANCE STANDARDS	65
B43	SUPERVISE MILITARY PERSONNEL WITH AFSCs OTHER THAN 391X0	60
B20	CONDUCT STAFF MEETINGS	60
C55	EVALUATE JOB DESCRIPTIONS	60
E109	MAINTAIN MICROCOMPUTERS	55
C53	EVALUATE INDIVIDUALS FOR PROMOTION, DEMOTION, OR RECLASSIFICATION	55

TABLE A4

DATA BASE MANAGEMENT CLUSTER

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS		PERCENT MEMBERS PERFORMING
H64	TROUBLESHOOT USER PROBLEMS	97
H253	OPEN OR CLOSE REMOTE DEVICES	95
H263	TROUBLESHOOT DATABASE ERRORS	92
H218	BUILD OR EXECUTE RUNSTREAMS	91
H252	NOTIFY SYSTEM USERS OF STATUS OF UNSCHEDULED DOWNTIME FOR SYSTEMS	91
H220	COORDINATE COMPUTER TIMES WITH DATA PROCESSING CENTER (DPC)	89
H227	CORRECT DATABASE ERRORS	87
H240	INSTRUCT SYSTEM USERS ON SYSTEM CHANGES OR PROBLEMS, SUCH AS EXTENDED DOWNTIME PROCEDURES	86
H242	LOAD OR MAINTAIN TRANSACTION IDENTIFICATION CODE (TRIC) SECURITY FOR INDIVIDUALS	86
H224	COORDINATE SYSTEM HARDWARE PROBLEMS OR REPAIRS WITH DPC OR USERS	86
H216	ADVISE STAFF AGENCIES OR USERS ON AVAILABILITY OF PROGRAMS OR ROUTINES	84
H243	LOAD OR MAINTAIN TRIC SECURITY FOR WORKCENTERS	83
H250	MONITOR SYSTEM OPERATIONS	80
H223	COORDINATE RECOVERY PROCEDURES WITH DPC AND USERS	78
H239	INITIATE, PREPARE, OR REVIEW DIFFICULTY REPORTS (DIREPS)	78
H221	COORDINATE MONTHLY RELEASES WITH DPC AND USERS	78
E112	OPERATE MICROCOMPUTERS	72
H241	INTERFACE MICROCOMPUTERS WITH MAINFRAMES	70
H257	PERFORM DELETE HISTORY PROCEDURES	70
H248	MAINTAIN SYSTEMS ADVISORY NOTICE (SAN) FILES	70
H231	DEVELOP RETRIEVALS USING QUERY LANGUAGE PROCESSORS (QLPs)	70
H259	PERFORM OPERATOR MAINTENANCE ON SYSTEM HARDWARE, SUCH AS REMOTES OR PRINTERS	68
H228	DETERMINE STATUS OF ASSIGNED ADPE EQUIPMENT	68
H222	COORDINATE OPERATION OR SCHEDULING OF REMOTE LINE PRINTERS WITH USERS	68

TABLE A4a

DATA BASE MANAGEMENT CLUSTER - DATA BASE MANAGEMENT JOB

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS		PERCENT MEMBERS PERFORMING
H253	OPEN OR CLOSE REMOTE DEVICES	99
H264	TROUBLESHOOT USER PROBLEMS	98
H218	BUILD OR EXECUTE RUNSTREAMS	95
H263	TROUBLESHOOT DATABASE ERRORS	94
H242	LOAD OR MAINTAIN TRANSACTION IDENTIFICATION CODE (TRIC) SECURITY FOR INDIVIDUALS	93
H252	NOTIFY SYSTEM USERS OF STATUS OF UNSCHEDULED DOWNTIME FOR SYSTEMS	91
H220	COORDINATE COMPUTER TIMES WITH DATA PROCESSING CENTER (DPC)	91
H227	CORRECT DATABASE ERRORS	90
H243	LOAD OR MAINTAIN TRIC SECURITY FOR WORKCENTERS	89
H240	INSTRUCT SYSTEM USERS ON SYSTEM CHANGES OR PROBLEMS, SUCH AS EXTENDED DOWNTIME PROCEDURES	86
H224	COORDINATE SYSTEM HARDWARE PROBLEMS OR REPAIRS WITH DPC OR USERS	86
H216	ADVISE STAFF AGENCIES OR USERS ON AVAILABILITY OF PROGRAMS OR ROUTINES	83
H221	COORDINATE MONTHLY RELEASES WITH DPC AND USERS	79
H257	PERFORM DELETE HISTORY PROCEDURES	75
H231	DEVELOP RETRIEVALS USING QUERY LANGUAGE PROCESSORS (QLPs)	75
H248	MAINTAIN SYSTEMS ADVISORY NOTICE (SAN) FILES	74
H236	EXTRACT INFORMATION FROM JDD DATA	72
H254	PERFORM AREA, SET, OR CALC VERIFICATION	72
E112	OPERATE MICROCOMPUTERS	70
H241	INTERFACE MICROCOMPUTERS WITH MAINFRAMES	70
H259	PERFORM OPERATOR MAINTENANCE ON SYSTEM HARDWARE, SUCH AS REMOTES OR PRINTERS	68
H222	COORDINATE OPERATION OR SCHEDULING OF REMOTE LINE PRINTERS WITH USERS	67
H228	DETERMINE STATUS OF ASSIGNED ADPE EQUIPMENT	67

TABLE A4b

DATA BASE MANAGEMENT CLUSTER -
SYSTEMS ANALYSIS AND DESIGN JOB

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS		PERCENT MEMBERS PERFORMING
I228	TROUBLESHOOT, ANALYZE, OR EVALUATE USER SYSTEM PROBLEMS	94
E112	OPERATE MICROCOMPUTERS	89
H264	TROUBLESHOOT USER PROBLEMS	89
I266	ANALYZE PROPOSALS OR SUGGESTIONS FOR SYSTEM MODIFICATIONS	89
I269	COORDINATE SYSTEM DEVELOPMENT WITH COMPUTER PROGRAMMERS, FUNCTIONAL MANAGERS, OR OTHER ANALYSTS	89
I276	DEVELOP OR MAINTAIN USER DOCUMENTATION	89
H235	EXECUTE SPECIALIZED PROGRAMS	83
H241	INTERFACE MICROCOMPUTERS WITH MAINFRAMES	78
H233	EVALUATE REQUIREMENTS FOR NEW PROGRAMS OR MODIFICATIONS TO EXISTING PROGRAMS	72
H260	PROCESS TRANSACTIONS TO OBTAIN PRINTS OF SUBSYSTEM RECORDS	67
H263	TROUBLESHOOT DATABASE ERRORS	67
H218	BUILD OR EXECUTE RUNSTREAMS	67
H216	ADVISE STAFF AGENCIES OR USERS ON AVAILABILITY OF PROGRAMS OR ROUTINES	67
H227	CORRECT DATABASE ERRORS	67
I289	EDIT OR TEST PROGRAMS IN SYSTEMS OTHER THAN CAMS	61
H219	BUILD OR UPDATE FILES MAINTENANCE CONTROL RECORDS, SUCH AS SYSTEM, UNIT, OR USER RECORDS	61
H253	OPEN OR CLOSE REMOTE DEVICES	61
H239	INITIATE, PREPARE, OR REVIEW DIFFICULTY REPORTS (DIREPS)	61
I277	DEVELOP PROCEDURES FOR OPERATING SYSTEMS	61
H224	COORDINATE SYSTEM HARDWARE PROBLEMS OR REPAIRS WITH DPC OR USERS	61
B25	DRAFT CORRESPONDENCE	61
A7	ESTABLISH WORK PRIORITIES	61
C61	EVALUATE SUGGESTIONS	61
D78	DEMONSTRATE HOW TO LOCATE TECHNICAL INFORMATION	61

TABLE A5

COMMUNICATIONS-ELECTRONICS (CE) ANALYSIS JOB

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS		PERCENT MEMBERS PERFORMING
G183	CALCULATE C-E EQUIPMENT RELIABILITY	88
B25	DRAFT CORRESPONDENCE	75
G186	CALCULATE C-E SYSTEMS RELIABILITY	75
G192	COMPUTE OR DETERMINE C-E MISSION EQUIPMENT AVAILABILITIES	75
E112	OPERATE MICROCOMPUTERS	63
G185	CALCULATE C-E MISSION EQUIPMENT AVAILABILITY	63
F165	EXTRACT OR EVALUATE HIGH SYSTEM OR COMPONENT FAILURE DATA	63
F139	COMPUTE MEAN TIME BETWEEN OCCURRENCES (MTBOs) OR MEAN TIME BETWEEN FAILURES (MTBFs)	63
G190	CALCULATE MEAN TIME TO RESTORE (MTTR) EQUIPMENT TO OPERABLE STATUS	63
G205	PREPARE C-E SUMMARIES FOR DISTRIBUTION	50
E100	DISTRIBUTE REPORTS	50
G191	COMPILE DATA FOR C-E MAINTENANCE SUMMARIES	50
G199	EVALUATE C-E EQUIPMENT STATUS REPORTS	50
G182	ASSEMBLE GROUND COMMUNICATIONS-ELECTRONIC (C-E) EQUIPMENT STATUS DATA	50
G204	PREPARE C-E MANAGEMENT REPORTS	50
B22	DEVELOP WORK METHODS OR PROCEDURES	50
F117	CALCULATE AEROSPACE VEHICLE SYSTEMS RELIABILITIES OR CAPABILITIES	38
B23	DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	38
G203	PREPARE C-E EQUIPMENT HIGH FIVE REPORTS	38
E106	MAINTAIN AF FORMS 3215 (COMMUNICATIONS-COMPUTER SYSTEMS REQUIREMENTS DOCUMENT)	38
G211	REVIEW C-E EQUIPMENT UTILIZATION OR STATUS REPORTS	38
F126	CALCULATE PERCENTILES	38
B19	ADVISE MANAGEMENT ON EQUIPMENT MAINTENANCE OR UTILIZATION	38
E107	MAINTAIN AUTOMATED DATA PROCESSING EQUIPMENT (ADPE) CUSTODY RECEIPT LISTINGS	38